

**ATHENS-CLARKE COUNTY LIBRARY BOARD
2009 ATTENDANCE RECORD**

| | January | April | July | October | 11-10 |
|--------------------|---------|--------|--------|---------|--------|
| Svea Bogue | ✓ | ✓ | ✓ | ✓ | ✓ |
| Cecil Bentley | ✓ | ✓ | ✓ | ABSENT | ✓ |
| Charles Kauderer | ABSENT | ABSENT | ✓ | ✓ | ✓ |
| Chris Caldwell | ✓ | ✓ | ABSENT | ✓ | ABSENT |
| Ann Dunn | ✓ | ✓ | ✓ | ✓ | ✓ |
| Wallace Eberhard | ✓ | ABSENT | ✓ | ✓ | ✓ |
| Warren Flick | ✓ | ✓ | ✓ | ✓ | ✓ |
| John Gaither | ✓ | ✓ | ✓ | ✓ | ✓ |
| Dennis Hopper | ✓ | ✓ | ✓ | ✓ | ✓ |
| Diane Kohl | ✓ | ✓ | ✓ | ✓ | ABSENT |
| Fran Lane | ✓ | ✓ | ✓ | ABSENT | ✓ |
| Brandon Patten | ✓ | ✓ | ✓ | ✓ | ✓ |
| William Prokasy | ✓ | ✓ | ✓ | ABSENT | ABSENT |
| Linda Reynolds | ✓ | ✓ | ✓ | ✓ | ABSENT |
| John Timmons | ✓ | ✓ | ✓ | ✓ | ✓ |
| Anjanette Williams | ✓ | ✓ | ✓ | ✓ | ✓ |

**ATHENS REGIONAL LIBRARY BOARD
2009 ATTENDANCE RECORD**

| | January | April | July | October |
|-----------------|---------|--------|--------|---------|
| Greg Jones | ✓ | ✓ | ✓ | ✓ |
| George Nale | ✓ | ✓ | ✓ | ABSENT |
| William Prokasy | ✓ | ✓ | ✓ | ✓ |
| Janet Stratton | ✓ | ✓ | ✓ | ✓ |
| Art Zimmerman | ✓ | ✓ | ✓ | ✓ |
| Fran Lane | ✓ | ✓ | ✓ | ✓ |
| Alice Vernon | ✓ | ABSENT | ✓ | ✓ |
| Ann Dunn | ✓ | ✓ | ✓ | ✓ |
| Howard Shapiro | ABSENT | ✓ | ABSENT | ✓ |
| John Timmons | ✓ | ✓ | ✓ | ✓ |
| Tom Gresham | ✓ | ✓ | ✓ | ✓ |
| Michael Moak | ✓ | ✓ | ABSENT | ✓ |
| Ramona Booth | ✓ | ✓ | ✓ | ✓ |
| Edward Bowns | ✓ | ✓ | ✓ | ✓ |
| Wayne Miller | ✓ | ✓ | ✓ | ✓ |
| Teresa Crawford | ✓ | ✓ | ABSENT | ABSENT |

ATHENS CLARKE COUNTY LIBRARY BOARD
MINUTES
January 13, 2009 Meeting

Meeting was called to order at 4:00 by Chairman, Ms. Bogue. Those present were: Mr. Bentley, Ms. Dunn, Mr. Eberhard, Mr. Flick, Mr. Hopper, Ms. Lane, Mr. Patten, Mr. Prokasy, Ms. Reynolds, Mr. Timmons, Ms. Williams, Mr. Gaither, Mr. Caldwell and Ms. Kohl. Mr. Kauderer was absent. Staff members present were Ms. Atwood, Ms. Simonds, Mrs. Ames and Mr. Katzman, who recorded the minutes.

Ms. Bogue welcomed new Board member Warren Flick then asked that he and the Board members briefly introduce themselves.

The minutes of October 14, 2008 meeting were unanimously approved as corrected on a motion and second from Ms. Reynolds and Ms. Lane. The agenda was adopted on a motion and second from Mr. Timmons and Mr. Bentley.

No members of the public were present.

The Financial Report was presented for information purposes by Ms. Simonds. Half-way through the fiscal year shows both revenues and expenditures at slightly under the 50% range. Fines and fees have increase in response to increased circulation. We are already at 81% of supply expenditure. Electric and gas costs have increased. The State and Federal grant expenditures are at 46%. SPLOST funds have been reinstated in the budget for \$130,000 in FY09. \$43,000 in SPLOST funds have been expended for materials. Passport income has declined, but is expected to increase in the spring as it is seasonal. The balance of the passport account is \$153,476. Library Store revenues are \$10,600, with a net profit of \$5,999 and a balance of \$122,536.

Grants for FY08/09 include \$94,000 for FINRA Smart Investing, SPLOST, Friends, State Grants, and smaller ones such as Grassroots Arts. Ms. Ames thanked Mr. Caldwell for his assistance in developing the grant application and explained that money management classes would be offered. We would also try to get Clark Howard to speak about saving money.

Board Development – How to Read a Financial Report

The Board is ultimately responsible for finances and how money is spent. Ms. Simonds explained the breakdown by counties. She addressed the issue of our internal monitoring and control environment and how we document everything for proof to the auditor. It is up to the library board to monitor everything, including the yearly budget, expenditures and all revenues. Then she addressed the recent audit and how in the future the audit would rely more on the library staff to do internal monitoring of all monies. A question about the return of state funds was answered by Mrs. Ames to say that yes, we are required to return any unused state funds, but the library has never had to do so. She reviewed a spreadsheet

designed to show at a glance the regional budget and how it is distributed to the individual libraries in each county. She explained the difference in this budget and the financial report that is distributed to the board each quarter. Ms. Dunn asked what the Reserve fund was. Ms. Ames said that it holds vacation liability and a one month operating reserve, as an "unreserved balance."

Committee Reports followed

1. Materials Reconsideration – After committee review, Mr. Gaither reported back on the book, American Children's Folklore, which contains some objectionable content that had been reported by a patron where it had been cataloged for the Children's section. It was recommended that it be reclassified for the Adult section. This was unanimously passed after a motion by Mr. Gaither and second by Ms. Reynolds.

2. Friends of the Library – Mr. Hopper reported on the last Café au Libris which took in \$800, half of the revenue of last year. He spoke of the upcoming winter book sale on February 24 through 28 and urged members to work as well as purchase books. On the last day a bag of books is just \$5.

3. Winterville – Ms. Reynolds reported an increase to over 800 patrons in 2008. She mentioned a consolidation of services, better disability access, significant water reduction due to better resource management.

4. Board Development Committee – Ms. Lane spoke of the Tools For Trustees book, listing the five areas—Financial, Policy, Personnel, Planning, Advocacy—which will be covered individually at each future meeting. Today's focus was Financial. She asked members to contact her if there were any suggestions.

Director's Report – Mrs. Ames spoke of receiving mail from Representative Bob Smith which mentions that libraries should be "showcases for technology," advocating more state of the art technology such as the Kindle Reader. She agrees with that if we have the funds. She said that a pilot project for the Kindle might be possible. Mrs. Ames mentioned that the Regents Public Library Advisory Committee met with attorney Sharon Gay to examine the possibility of the development of a plan for library-specific taxing districts. The budget proposal submitted to the Athens-Clarke County Commissioners will be presented on February 24 meeting at 7:15 PM at the Planning Department. It is open to the public and there will be fifteen minutes to present our budget and fifteen minutes for questions from the Commissioners.

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Athens-Clarke County Library
January 13, 2009

New Business.

Mrs. Ames spoke about the budget proposal. She said that while the Finance Department suggested a 2% increase was allowed, we also need to suggest a 5% reduction.

Options for this reduction include:

1. Close Outreach Centers.
2. Close headquarters library one day a week.
3. Lay off people.

This ranking needs to be approved by the board. Mr. Gaither asked about the various scenarios. Mrs. Ames said possibly closing East Athens, Pinewoods or Lay Park or freezing vacancies. She said that Winterville funding is solid and should not be touched. And that to close Outreach is better than closing the headquarters one day a week (either Friday or Saturday, the least used days). Opening at 10 AM would not matter as there must be coverage for three shifts. We would need to close one full day to cover it, so it is better to freeze vacancies. The proposed increase of 2% would be used for salary and training with a ¼% increase towards technology; we need a computer schedule and need to update our computers and start to replace them.

There was a motion to approve budget by Mr. Eberhard and a second by Mr. Prokasy. The budget was unanimously passed. The County Commission will approve a budget by June 30 and at that time the Finance Committee would review any funding impact. The budget goes into effect July 1.

Legislative Issues.

Mr. Bentley spoke of trying to set up a meeting with new Commissioners Mike Hamby and Ed Robinson by February. Mr. Hopper emphasized again that Representative Bob Smith is into technology. Ms. Lane said that we must talk to every member of the Higher Education Committee because it is a very political year and that every member needs to phone or write legislators about our addition and renovation project. She emphasized what the public will gain from it, including up to date technology and enhanced services. She said that we need state funding to complete our project and that we are #4 on the Governor's list.

Correspondence and Communications folder was passed around to board members for information. Pam Blake sent a thank you note.

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January 13, 2009

Other Business.

Ms. Bogue recognized the board service of JoEllen Childers and her certificate and the book donated in her name. Mrs. Ames mentioned that Pinewoods was one of four finalists for the Library Journal's Best Small Library in America recognition and had received 2 all-expense-paid trips to Portland to participate in the Public Library Association's national conference in March 2010 as well as memberships to the PLA for two people.

Mr. Eberhard asked about Pinewoods budget. Mrs. Ames said that it is included as a line item in our budget, and half-way through the fiscal year we have spent \$4,696.60 for rent and utilities.

She announced the Scottish Heritage Festival on January 24 as part of a Georgia Humanities Grant in conjunction with the Lyndon House.

Next meeting: April 14, 4 PM.

The meeting was adjourned at 5:10 PM.

Kathryn S. Ames, Secretary

ATHENS CLARKE COUNTY LIBRARY

AGENDA

January 13, 2009

Call to order.

Introduce New Member: Warren Flick

Review and approve minutes of October 13, 2008 meeting

Public Comment [5 minute limit]

Adopt Agenda.

Financial Report

Board Development—How to read a Financial Report.

Committee Reports

Book Action Committee

Friends of the Library

Winterville Library

Board Development/Orientation

Director's Report.

Old Business.

Meeting with new Commissioners

New Business.

2009 ACC Proposed Budget Request – Finance Committee

2% increase and 5% reduction

Legislative Issues/Meeting with Bob Smith

Announcements:

Next Meeting: April 14, 2009

Library Legislative Day: February 26, 2009

01/07/09 DRAFT MFS

Athens-Clarke County Library

FY2009

July 1, 2008 through December 31, 2008

| <i>Revenue:</i> | <u>Budget Amount</u> | <u>Amount Received</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|---------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| Athens-Clarke County Commission | 1,643,352.00 | 821,676.00 | 821,676.00 | 50.00% |
| City of Winterville | 13,000.00 | - | 13,000.00 | 0.00% |
| ACCL Fines | 70,000.00 | 41,376.26 | 28,623.74 | 59.11% |
| ACCL Copy Money | 15,000.00 | 13,174.79 | 1,825.21 | 87.83% |
| ACCL Fees | | 1,762.72 | (1,762.72) | |
| ACCL Meeting Room | 1,950.00 | 1,010.00 | 940.00 | 51.79% |
| Outside Revenues* | 83,656.00 | - | 83,656.00 | 0.00% |
| Winterville Fines | 1,000.00 | 874.69 | 125.31 | 87.47% |
| Winterville Copy | 125.00 | 234.71 | (109.71) | 187.77% |
| Interest | 6,000.00 | 1,921.62 | 4,078.38 | 32.03% |
| Totals | <u>1,834,083.00</u> | <u>882,030.79</u> | <u>952,052.21</u> | <u>48.09%</u> |

* Revenues from Passport, Library Store and Endowment

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|--|--------------------------|----------------------------|-------------------|---------------------------------|
| Outreach | 44,000.00 | 22,000.00 | 22,000.00 | 50.00% |
| Wages/Benefits | 1,563,187.00 | 703,675.24 | 859,511.76 | 45.02% |
| Workers Compensation | 6,500.00 | - | 6,500.00 | 0.00% |
| Equipment Repair and Maint. | 8,000.00 | 5,524.25 | 2,475.75 | 69.05% |
| Telephone | 14,000.00 | 4,730.50 | 9,269.50 | 33.79% |
| Postage | 6,825.00 | 1,577.72 | 5,247.28 | 23.12% |
| Travel | 2,500.00 | 111.87 | 2,388.13 | 4.47% |
| Advertising | 7,000.00 | 1,239.73 | 5,760.27 | 17.71% |
| Insurance | 5,000.00 | | 5,000.00 | 0.00% |
| Supplies | 29,171.00 | 23,838.77 | 5,332.23 | 81.72% |
| Materials | 15,000.00 | 765.99 | 14,234.01 | 5.11% |
| Printing and Publicity | 3,700.00 | 1,803.88 | 1,896.12 | 48.75% |
| Equipment Purchase | 5,000.00 | 2,260.99 | 2,739.01 | 45.22% |
| Dues/Registration | 1,500.00 | 220.00 | 1,280.00 | 14.67% |
| Cleaning Service | 11,000.00 | 3,945.00 | 7,055.00 | 35.86% |
| Electricity | 90,000.00 | 62,171.48 | 27,828.52 | 69.08% |
| Storm Water Drainage | 2,200.00 | 523.21 | 1,676.79 | 23.78% |
| Other Operating Expenditures (Pinewoods) | | 4,696.60 | (4,696.60) | |
| Gas Heat | 12,000.00 | 6,377.10 | 5,622.90 | 53.14% |
| Water, Sewer, Garbage | 7,500.00 | 3,098.73 | 4,401.27 | 41.32% |
| Totals | <u>1,834,083.00</u> | <u>848,561.06</u> | <u>985,521.94</u> | <u>46.27%</u> |

Revenue over (under) expenditures

33,469.73

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|-------------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| State and Federal Grants: | | | | |
| Personnel | 661,255.57 | 330,627.79 | 330,627.79 | 50.00% |
| Materials | 75,739.78 | 40,457.86 | 35,281.92 | 53.42% |
| System Services Grant | 141,019.48 | 70,509.74 | 70,509.74 | 50.00% |
| Special Needs Learning Center | 127,912.22 | 54,794.11 | 73,118.11 | 42.84% |
| | <u>1,005,927.05</u> | <u>496,389.50</u> | <u>509,537.56</u> | <u>49.35%</u> |
| | | | - | |
| | | | - | |
| SPLOST: | <u>130,000.00</u> | <u>43,585.68</u> | <u>86,414.32</u> | <u>33.53%</u> |
| | | | - | |
| Total State Grants & SPLOST | <u>1,135,927.05</u> | <u>539,975.18</u> | <u>595,951.88</u> | <u>47.54%</u> |
| Fund Equity ("Reserve") | | | | |
| Fund Equity ("Reserve") at 07/01/08 | 281,179.32 | | | |
| Less Reserved/ Identified Funds: | | | | |
| Vacation Liability | (142,136.77) | | | |
| One Months Operating Expense | <u>(152,840.25)</u> | | | |
| | <u>(13,797.70)</u> | | | |

Athens-Clarke County Proposed Budget FY2010

DRAFT 12/14/08 MFS

| Revenue: | FY2009 | FY2010 | |
|---------------------------------|---------------------|---------------------|------------------|
| | <u>Amount</u> | <u>Amount</u> | <u>Variance</u> |
| Athens-Clarke County Commission | 1,643,352.00 | 1,676,219.00 | 32,867.00 |
| City of Winterville | 13,000.00 | 13,000.00 | - |
| ACCL Fines | 70,000.00 | 70,000.00 | - |
| ACCL Copy Money | 15,000.00 | 15,000.00 | - |
| ACCL Meeting Room | 1,950.00 | 1,950.00 | - |
| Outside Revenues | 83,656.00 | 95,413.00 | 11,757.00 |
| Winterville Fines | 1,000.00 | 1,000.00 | - |
| Winterville Copy | 125.00 | 125.00 | - |
| Interest | 6,000.00 | 6,000.00 | - |
| Totals | <u>1,834,083.00</u> | <u>1,878,707.00</u> | <u>44,624.00</u> |

| Expenditures: | FY2009 | FY2010 | |
|-----------------------------|---------------------|---------------------|------------------|
| | <u>Amount</u> | <u>Amount</u> | |
| Outreach | 44,000.00 | 44,000.00 | - |
| Wages/Benefits* | 1,563,187.00 | 1,587,811.00 | 24,624.00 |
| Workers Compensation | 6,500.00 | 6,500.00 | - |
| Equipment Repair and Maint. | 8,000.00 | 8,000.00 | - |
| Telephone | 14,000.00 | 14,000.00 | - |
| Postage | 6,825.00 | 6,825.00 | - |
| Travel | 2,500.00 | 2,500.00 | - |
| Advertising | 7,000.00 | 7,000.00 | - |
| Insurance | 5,000.00 | 5,000.00 | - |
| Supplies | 29,171.00 | 29,171.00 | - |
| Materials | 15,000.00 | 15,000.00 | - |
| Printing and Publicity | 3,700.00 | 3,700.00 | - |
| Equipment Purchase** | 5,000.00 | 25,000.00 | 20,000.00 |
| Dues/Registration | 1,500.00 | 1,500.00 | - |
| Cleaning Service | 11,000.00 | 11,000.00 | - |
| Electricity | 90,000.00 | 90,000.00 | - |
| Storm Water Drainage | 2,200.00 | 2,200.00 | - |
| Gas Heat | 12,000.00 | 12,000.00 | - |
| Water, Sewer, Garbage | 7,500.00 | 7,500.00 | - |
| Totals | <u>1,834,083.00</u> | <u>1,878,707.00</u> | <u>44,624.00</u> |

Net Revenues over (under) Expenditures

-

-

* Includes a .40/hour increase for Full-time staff and a .20/hour increase for Part-time staff. Employers share of benefits increases from 35.47% to 35.93%.

** Computer Replacement schedule in place with \$8,243 from ACCC, \$5,000 from regular operating budget and \$11,757 from Passport Revenues

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2009

Revenues

| | |
|--------------------|----------|
| 07/01/08 -12/31/08 | 7,625.00 |
|--------------------|----------|

| | |
|-----------------------|-----------------|
| Total Revenues | 5,680.86 |
|-----------------------|-----------------|

Expenditures

| | |
|----------------|-------|
| Verizon Pagers | 10.23 |
|----------------|-------|

| | |
|----------|-------|
| Supplies | 43.28 |
|----------|-------|

| | |
|--------------------------|--------|
| Postage through 09/30/08 | 127.46 |
|--------------------------|--------|

| | |
|---------------------------|---------------|
| Total Expenditures | 180.97 |
|---------------------------|---------------|

| | |
|--------------------------------|-----------------|
| Net Profit Current Year | 5,499.89 |
|--------------------------------|-----------------|

| | |
|------------------------------------|-------------------|
| Balance in Passport Account | 153,476.66 |
|------------------------------------|-------------------|

Library Store Revenue and Expense Statement FY2009

Revenues

| | |
|--------------------|-----------|
| 07/01/08 -12/31/08 | 10,635.54 |
|--------------------|-----------|

| | |
|-----------------------|------------------|
| Total Revenues | 10,635.54 |
|-----------------------|------------------|

Expenditures

| | |
|----------|-------|
| Supplies | 97.51 |
|----------|-------|

| | |
|-----------|---|
| Equipment | - |
|-----------|---|

| | |
|------------------------|--------|
| Dues and Registrations | 185.00 |
|------------------------|--------|

| | |
|--------|--------|
| Travel | 455.00 |
|--------|--------|

| | |
|-----------|--------|
| Sales Tax | 744.49 |
|-----------|--------|

| | |
|-----------|--------|
| Bank Fees | 278.32 |
|-----------|--------|

| | |
|-----------------------------|----------|
| Library Store Cost of Goods | 2,875.67 |
|-----------------------------|----------|

| | |
|---------------------------|-----------------|
| Total Expenditures | 4,635.99 |
|---------------------------|-----------------|

| | |
|--------------------------------|-----------------|
| Net Profit Current Year | 5,999.55 |
|--------------------------------|-----------------|

| | |
|---|-------------------|
| Balance in Library Store Account | 122,536.21 |
|---|-------------------|

ATHENS-CLARKE COUNTY, GEORGIA
DRAFT 2010 BUDGET PROPOSAL
OPERATING BUDGET PREPARATION INSTRUCTIONS AND FORMS
FOR INDEPENDENT AGENCIES
(JULY 1, 2009 - JUNE 30, 2010)

FY10 BUDGET REQUESTS ARE DUE:
FRIDAY, JANUARY 9, 2009

PLEASE DELIVER OR MAIL REQUESTS TO 375 SATULA AVENUE
FINANCE DEPARTMENT - MANAGEMENT & BUDGET
613-3685, EXT. 1019

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS

FORM 1

SUMMARY OF REQUESTS

I. ATHENS-CLARKE CO. FUNDING:

FY08 ACTUAL - Identify the actual amount of funding received from Athens-Clarke County for the period July 1, 2007 through June 30, 2008.

FY09 BUDGET - Identify the budgeted amount of funding that was approved by the Athens-Clarke County Commission for the period July 1, 2008 through June 30, 2009.

AGENCY REQUEST - Identify the amount of funding that is requested by the agency for the period July 1, 2009 through June 30, 2010 (FY10) and the period July 1, 2010 through June 30, 2011 (FY11).

MAYOR RECOMMENDED AND COMMISSION APPROVED - These lines will be completed after Mayor Recommendation and Commission Approved amounts are determined.

Please remember: In each case, identify only the money received, budgeted or requested from the Athens-Clarke County General Fund or Hotel/Motel tax fund. Do not include funding received from the Community Development Block Grant program or other Athens-Clarke County administered grant funds.

II. FY10 MISSION/GOALS:

Mission statements declare the agency's long-range intent, i.e., its purpose. Goals of an agency may be embedded in a broad mission statement or may be enumerated separately. Because they typically are ambitious and framed in long range terms, goals often are imprecise and even a bit vague---but that is entirely acceptable in goal statements.

Poorly Written Goals:

- to continue to serve our customers
(Not challenging)
- to acquire the latest equipment
(Unclear purpose)
- to train our employees
(As a means to what end?)

Well Written Goals:

- to minimize loss of life and property
- to enhance recreational opportunities for
community residents
- to provide public services that are
responsive to citizen needs and desires

Take a close look at your goal statements. Could you easily ask, to achieve what? If so, consider what your answer to that question would be. That is probably the goal.

III. FY10 SERVICES/PROGRAMS:

In this section, each agency should briefly explain (in bullet statements) the programs and services provided to the community as well as the level of these services/ programs, i.e., what percent of your A-CC funding will be allocated to each of these services/programs delivery. The statement may indicate the segment(s) of the population or area(s) of the community the agency intends to serve. This section will provide budget reviewers and the public with a working knowledge of what services/programs the agency will provide in FY10.

IV. FY10 PERFORMANCE MEASURES:

This section of an agency's request should reflect quantitative results of services/programs based on the agency's mission/goals. Information on performance measures is requested in a table format for last year, the current year, FY10 and FY11.

Workload Measures report on the number of services performed and the inputs or outputs of a given activity. Examples: patients treated, miles repaved, meals served.

Efficiency Measures report the unit price of outputs and/or the relative productivity of resources applied. Examples: cost per patient treated, cost per miles repaved, meals served per \$1,000 contributed.

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS (Continued)

Effectiveness Measures report on the quality of services or activities from the customer/service recipient's point of view. Examples: percentage of community receiving the service as compared to the percentage of the community eligible/needing the service, response time of service if relevant, quantitative customer satisfaction data.

Use a combination of workload, efficiency, and effectiveness measures that will convey your agency's ability to successfully provide services to the ACC community.

FORM 2

I. ATHENS-CLARKE COUNTY FUNDING:

Part I breaks down the money received, budgeted, and requested **ONLY from Athens-Clarke County** into the five (5) expenditure categories listed below. For each category of expenditure, identify the amount of Athens-Clarke County funding which was actually spent in FY08, budgeted to be spent in FY09, and requested in FY10 and FY11.

PERSONAL SERVICES - Expenditures for compensation including direct expenditures for all fringe benefits. For example: salaries, insurance, Social Security, etc.

OPERATING EXPENSES - Annual operating expenditures for services and related expenses required for employees to perform assigned or legally required functions. For example: utilities expense, office supplies, vehicle expenses, etc.

INDIRECT EXPENSES - The costs incurred by the agency for goods and services provided by an Athens-Clarke County Government department or division. Examples include: Facilities Management, Landscape Management, and Fleet Management.

CAPITAL EXPENSES - Payment for the acquisition of assets with individual costs greater than \$20,000 and an estimated useful life of more than three years. For example: facility renovation or addition, purchase of a vehicle or other equipment meeting this criteria.

DEBT SERVICE - Payments for principal and interest on long term and/or short term debt. For example: equipment loans on building debt service.

II. TOTAL AGENCY EXPENDITURES:

Break down the **TOTAL Agency Expenditures** into the five expenditure categories. For each, please identify the actual amount spent in FY08; the amount budgeted for expenditures in FY09 and the "PROJECTED" expenditures for FY10 and FY11.

III. TOTAL AGENCY REVENUES:

List all revenue sources for the agency indicating the amount received, budgeted and projected for each fiscal year.

Revenues less Expenditures - Subtract total expenditures from total revenues.

Beginning FY08 Balance and End of FY08 Balance - Please provide the Agency's beginning balance and ending balance for FY08.

FORM 3

NOTES AND COMMENTS:

If a category on Form 2 needs explanation, place a number in the **NOTES** column. Provide a corresponding explanation on **Form 3, Notes and Comments**. Make sure that "one-time" expenditures and "continuing/annual" expenditures are noted.

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS (Continued)

FORM 4

IMPACTS OF A 5% REDUCTION IN FUNDING:

The forecast for the General Fund in FY10 shows that reductions in Operating Expenditures may be required to balance the budget. As a part of their FY10 Budgets, ACC departments have been requested to submit proposed reductions equal to 5% of their total operating budget.

Independent agencies are requested to include additional information in their FY10 Budget submittal (Request Form 4) that describes the impact on an agency's services if a 5% reduction in the current year (FY09) funding from Athens-Clarke County is implemented in the next year (FY10). This information will aid the budget decision-makers as they review competing requests from departments and independent agencies for current and additional services.

Please respond to the following issues when identifying FY10 Budget reductions on Request Form 4):

- Describe Reduction Proposed –Briefly describe the reductions proposed. Do not list individual line items, but describe the reductions.
- Service/Program Impacted – Identify the service or program impacted by the reduction proposed.
- Amount of Reduction – Identify the total amount for each reduction proposed, the amount of Athens-Clarke County funding that would be reduced, and the year that the reduction would impact. For example, a reduction may be phased in gradually over 3 years or there may be one-time reductions that occur in the first year.
- Service Delivery Impact – Describe the impact on service delivery for each reduction proposed.

INDEPENDENT AGENCY BUDGET REQUEST SUMMARY OF REQUESTS

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

PART I: ATHENS-CLARKE COUNTY FUNDING

| FY08 ACTUAL | FY09 BUDGET | FY10 AGENCY REQUEST | FY10 MAYOR RECOMMEND | FY10 COMMISSION APPROVED | FY11 AGENCY REQUEST |
|----------------|----------------|---------------------------|----------------------------|--------------------------------|---------------------------|
| \$1,596,816 | \$1,643,352 | \$1,676,219 | | | \$1,760,030 |

WHAT PERCENT OF YOUR TOTAL PROGRAM PARTICIPANTS ARE ATHENS-CLARKE COUNTY (A-CC) RESIDENTS? 78 %

WHAT PERCENT OF YOUR TOTAL PROGRAMS/SERVICES ARE DELIVERED TO A-CC RESIDENTS ONLY? 100 %

PART II: FY10 MISSION/GOALS

(Expand space as needed)

The **MISSION** of the Athens-Clarke County Libraries is to serve the community as a resource center by providing access to library programs, services, materials and technology which satisfy informational needs, assist in reaching educational goals, and promote the creative use of leisure time. The library system headquarters is on Baxter Street with branches located at Lay Park and East Athens Community Centers, Winterville and Pinewoods Mobile Home Park. Unstaffed service outlets are at Sandy Creek Nature Center and Lyndon House Arts Center. In difficult economic periods, library use increases dramatically as reflected in our computer usage, magazine use, books borrowed, participation in community programs, and attendance overall [see attached charts].

The Library Board requests a 2% increase of \$32,867.00.

GOALS for FY2010

1. To focus on the needs of our patrons and community. The Library must ensure that it is providing the services patrons want, especially during these challenging economic times, and be able to look for new ways to serve the changing needs of our citizens. This commitment to updated, vital services relies on our dedicated, well-trained staff throughout the system. Our annual Customer Satisfaction Survey indicates a 95% satisfaction level. However, people requested more computers and classes, more software, and more books and AV materials. In addition, library users value our children's programming, local history and genealogy materials and programs, and the special events offered by the libraries. To provide effective services, we must retain our well-trained and knowledgeable staff and to reduce our turn-over. The Library Board requests that \$24,624 be directed to staff improvement for training and retention.
2. To meet the continuing demands for improved computer access and training. More and more service agencies and private companies are requiring online applications from prospective employees. More computers, faster networks, wireless access, desktop publishing tools, and most especially our well-trained staff are requested by patrons in all Athens-Clarke County locations. [We would like to partner with East Athens and Lay Park Community Centers to better use the computer labs for instructional purposes. Perhaps a grant opportunity will become available.] Our response to local economic development needs continues to be providing informational resources for individuals and local business; offering access to information from sources beyond the library; training opportunities for developing skills and consequent increases in personal productivity; and providing space for cultural events. The Board requests that \$11,757 be used to replace computers over 6 years old in the public area of the library, and that a replacement cycle be established.
3. To provide books and other materials sufficient to meet patron needs. For many people, providing books and AV materials is still the number one function of the Library. In our surveys, people continually cite the lack of titles as their number one complaint. They expect the Library to provide the newest materials as well as a retrospective collection of the world's great books. As the Board looks to the future, we must seek an increase to the limited [\$15,000] line item budget available for the purchase of books. In 2009, the Library

joined a consortium to provide access to downloadable audio books [funds provided by the Friends of the Library]. State grants have decreased significantly from 57 cents per capita to 35 cents in FY2009, but fortunately, we continue to have SPLOST funding available for 2010 (with no obvious prospects beyond that) which will help offset the loss of state funds.

4. To offer outreach programs for the elderly, low income families and ethnic populations. The Pinewoods Library and Learning Center was named a finalist in the 2009 Best Small Library in America competition hosted by *Library Journal* and was cited nationally as a model for service delivery to Latinos [The Public Library Association's Highsmith Award for Innovation in 2007 and the Dorothy Mullen Award in 2008]. We partnered with Meals on Wheels in 2008 to deliver books to homebound senior citizens and have developed new outreach to the disabled community. The Libraries in Athens-Clarke County must remove barriers to users, be handicap accessible and offer help and information for new users. 20 new users will be added in FY2010.
5. To provide a clean and healthful environment for library users. In addition to personnel costs, the Library must maintain a clean facility for the more than 2000 people per day who visit.

PART III: FY10 SERVICES/PROGRAMS **(Expand space as needed)**

The Athens-Clarke County Library shares the Baxter St. facility with the headquarters of the Athens Regional Library System. Even though these separate institutions have common goals, their services, funding and support are independent of each other. The Athens-Clarke County Library's purpose is to provide materials and information for the people who live, work or attend school in the county. These services include active children's and young adult programs; adult services including special programming, reference and computer services; the Heritage Room, and circulation services.

The Athens-Clarke County Library serves as administrative headquarters for library services for the Athens Regional Library System, a 5-county region including Clarke, Franklin, Madison, Oconee and Oglethorpe. The Regional System receives state grants to support system services including grants for 7 librarian salaries, system services grant that covers the cost of outreach, courier services, and other systemwide administrative expenses; and a materials grant. Each county contributes toward the cost of services for the administration of the system. This information is attached as a part of the notes section. This partnership ensures that Clarke County has the best possible return on their investment. [See the valuation model]

This budget request is solely for the programs and services of the Athens-Clarke County Libraries; state grants and funding from the other counties combine to support regional services which also benefit Athens-Clarke County residents.

As noted in the Athens Banner Herald, the Library is the second most visited facility in the county, surpassed only by Georgia Square Mall. Nearly 2000 people per day visit the Library and they have high expectations of our staff, the facility and the environment. Our budget request reflects those expectations. Providing outstanding library service requires a combination of local, state, federal and private support. Our services support the county's quality of life, economic development and educational goals.

1. The Youth Services Team provides services to children and families throughout the county and includes such diverse offerings as baby and toddler story times, bedtime stories, Family Place Parent-Child workshops, the summer reading program, after school programs for teens, afterhours @ the Library teen coffee house, and other activities for the youth of the county. Turn-over has impacted service this past year with both full and part time employees leaving for better paying positions. Employees must be creative, energetic, intelligent and know computers in addition to many other specific skills. The learning curve is steep and the cost of retraining is high. A "living wage" would help retain talented workers instead of flight to other areas of the job market; it would also contribute to an experienced, dedicated and capable staff which affect the quality of Athens as a place to grow.

Specific Goals for 2010: Increase the number of young children participating in family programs by 5%; increase number of young adults participating by 5%.

Percent of ACC budget dedicated to Youth Services: 30 %

Other funds: 3 state paid librarians and 30% of the materials budget.

Federal funds: \$3000 for Summer Reading Program materials in 5 locations [Athens, Winterville, Pinewoods, East Athens, Lay Park]

Friends of the Library: \$2050 for Summer Enrichment Programs

2. The Information and Technology Team provides residents with accurate and up-to-date materials to meet their information and reading needs. Information is provided in several formats including books, Internet sources and computer databases. Team members answer over 125,000 questions annually. The team also is responsible for grant writing, development of adult events such a Live!@ the Library, Brown Bag lunch discussions and book discussion clubs; and for planning other cultural events. The Heritage Room, also a part of the Information Services Team, assists with local history and genealogy questions. Computer Operations, a part of this team, maintain 145 public access computers and has offered over 268,000 computer sessions for the public, including regularly scheduled classes which have been well attended.

Specific Goals for FY2010 include upgrading network infrastructure to Gigabit speed by replacing older switches and wiring and extending wireless access to branch libraries. Another goal is to implement, promote and grow our online reference services, including e-mail reference and instant messaging.

Percent of ACC budget dedicated to Information and Technology: 20%

Other funds for this service include 1 state paid librarian, computer access via 10 T-1 lines provided by the state. [6 for Baxter Street, 1 in each outreach location]

Federal Funds: The library receives the benefit of the Universal Service Act to discount telephone and internet access.

Other sources of funding include grants for special programs and exhibits.

3. The Access Team is responsible for all circulation activities-checking in, checking out, shelving, holds management, collections - in the library. The Access Team is responsible for the security of the building and the off-duty police officers. 100% of this activity is funded with ACC funds and fines. During FY2009, circulation has consistently increased by 12% per month.

Specific Goal for 2010: Increase use of library by 10%. Review self-service options with goal of providing self-check and self-service holds pick-up.

Percent of ACC budget dedicated to Access Services: 25%

Other funds: Georgia Public Library Services provides the 10 T-1 lines for the broadband network and administration of the PINES system valued at approximately \$250,000 per year. The headquarters library receives daily shipments of borrowed materials. Member libraries pay for courier services to outlying branches in the system including 4 in Athens-Clarke County

4. The Materials Team is responsible for ordering, receiving, processing and cataloging all materials coming into the library system. Database maintenance and materials management is essential for good public service. The cataloging and classification (i.e. organization) of materials is one of the distinguishing features of all libraries. An accurate database is one of the key tools in research for both students of formal education and others engaged in life long learning.

During FY2008, the library added over 13,000 items including music CDs, Spanish language materials, and African-American historical materials. The library out-sources most of the cataloging and processing of new materials using state funding. This has allowed the library to reallocate some staff to fill public service positions that have been frozen as vacancies occur. Thanks to the Friends, the library provides access to downloadable audio materials for ACC card-holders.

Specific Goal: Investigate collaborative cataloging with other library systems.

Percent of ACC budget dedicated to Materials Team: 8% (1.5 positions)

Other funds: 1.5 positions, SPLOST materials, gifts and some targeted Federal Funds, State Materials grant, System Services Grant.

The Administrative Team includes the business office, human resources, public relations specialist, purchasing agent, volunteer coordinator and janitorial services. Keeping the facility clean and comfortable for the public is essential and with only 1.6 employees charged with this responsibility, it is difficult to maintain cleanliness. As one of the county's most used facilities, it is important that we maintain the building.

Specific Goals for 2010 are to update all HR forms and put them on our webpage, review policies and keep our emergency procedures manual current. We will also be preparing for the upcoming construction project.

Percent of ACC budget dedicated to Administrative purposes: 12%

Other funds: The director is a state paid librarian; the system's business manager is paid with regional and local funds.

6. Adult Programs Team is responsible for grant writing, development of adult events such as *Live! At the Library*, brown bag lunch discussions, and other cultural events. This team is composed of staff members who participate on other work teams, and is headed by a state-paid librarian. During FY09, the Library is hosting national exhibits of the Abraham Lincoln, a literary horse exhibit and a graphic novel exhibit.

Specific Goal for 2010: Partner with community groups to obtain exhibits and programming.

Percent of ACC budget dedicated to this purpose: ZERO

Other funds: State paid librarian, Friends of the Library, Grants and gifts.

Special Needs Library for Northeast Georgia provides materials for the blind and physically disabled. The service offers books, magazines, and newspapers on tape or flash memory cartridges. They also offer descriptive videos, large print books, magnification aids, and other special equipment for those who cannot read regular library materials.

Goal for FY2010 is to add 3% more Clarke County users during FY10; however, the service's grant was reduced by \$17,000 in FY09 which limits outreach.

Percent of ACC budget: ZERO; This program contributes \$10,000 towards the cost of utilities of the Athens building.

Other funds: This program is entirely State funded and benefits approximately 1500 ACC residents.

8. Outreach Services provides library services to many Athens-Clarke County patrons who might not otherwise be able to use the Library's facilities or online services. Areas of responsibility include checking out and delivering library materials to 25 patrons who are unable to visit the Library due to age or disability and maintaining deposit collections or Kidmobile themed materials in 12 locations, including low-income daycare centers, retirement homes and detention centers. The Extension Librarian, a state funded position, works to ensure library services in Resource Centers, the Winterville Community Branch and Pinewoods Library and Learning Center. Outreach Services also manages courier pick-up and delivery among these facilities.

Specific Goal for FY10 is to add 50 more users.

Percent of ACC budget dedicated to Outreach Services: ZERO

Other funds: Outreach is funded through the System Services Grant from the State.

PART IV: FY10 PERFORMANCE MEASURES
(Expand space as needed)

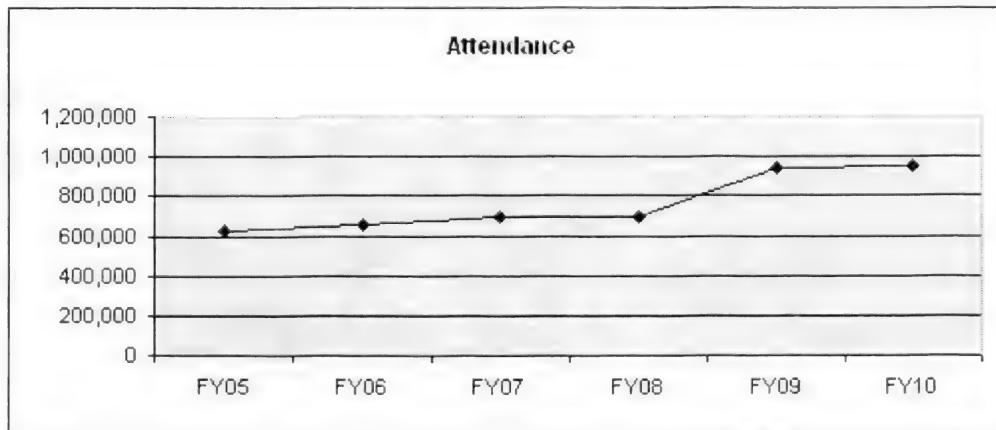
FY05-10 Performance Measures

| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|--|-------------|-------------|-------------|-------------|-------------|-------------|
| Attendance | 622,139 | 654,861 | 691,451 | 695,003 | 938,254 | 957,019 |
| Circulation | 695,003 | 699,165 | 704,272 | 740,146 | 806,594 | 822,726 |
| Children's Circul. | 193,053 | 214,942 | 217,831 | 223,453 | 301,662 | 307,695 |
| Children's Programs | 776 | 954 | 1,269 | 1,508 | 2,036 | 2,077 |
| Attendance | 26,736 | 31,593 | 33,491 | 35,338 | 47,706 | 48,660 |
| Reference Questions | 103,315 | 105,428 | 108,827 | 170,122 | 229,665 | 234,258 |
| Computer Use | 211,892 | 232,147 | 263,414 | 294,052 | 351,116 | 358,138 |
| Talking Book Use | 82,432 | 76,252 | 77,777 | 106,317 | 132,896 | 135,554 |
| Summer Reading Program Attendance | 10,342 | 12,651 | 16,559 | 20,699 | 27,943 | 28,502 |

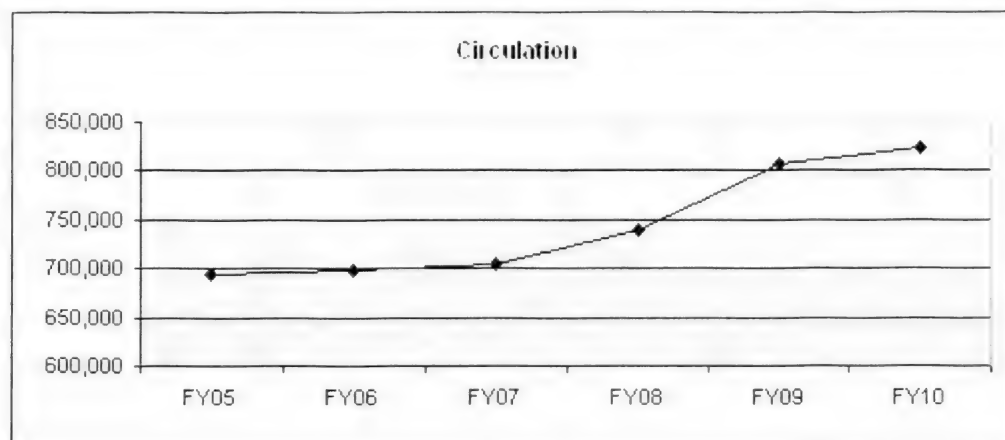
*Projection using ½ actual fiscal year statistics, Library use has skyrocketed since July 2008

**Projected growth

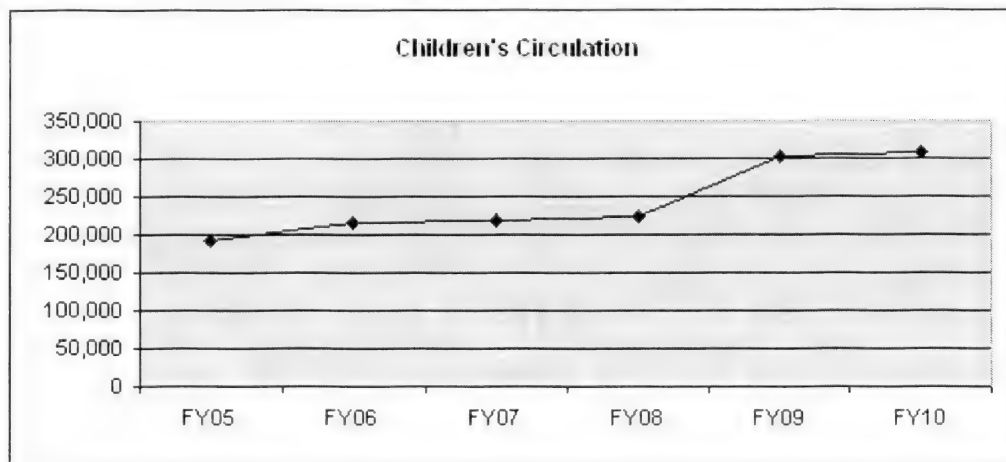
| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|-------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Attendance | 622,139 | 654,861 | 691,451 | 695,003 | 938,254 | 957,019 |



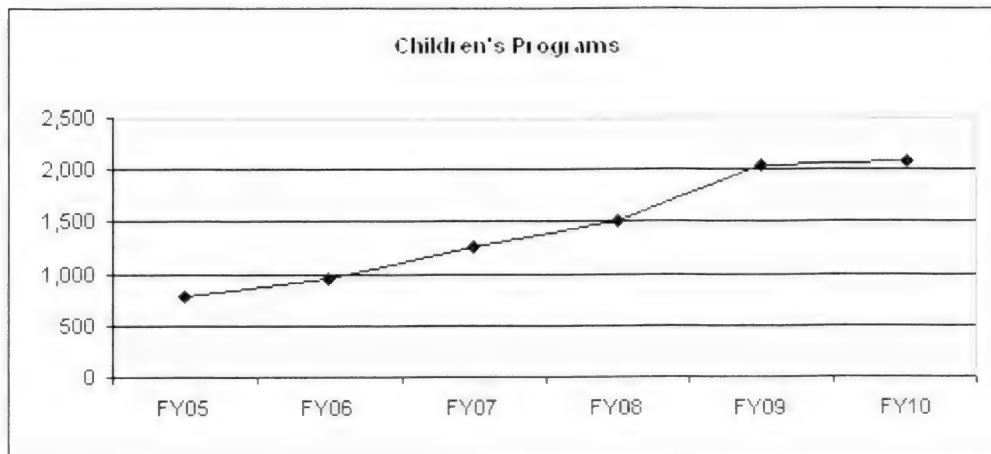
| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|--------------------|---------|---------|---------|---------|---------|---------|
| Circulation | 695,003 | 699,165 | 704,272 | 740,146 | 806,594 | 822,726 |



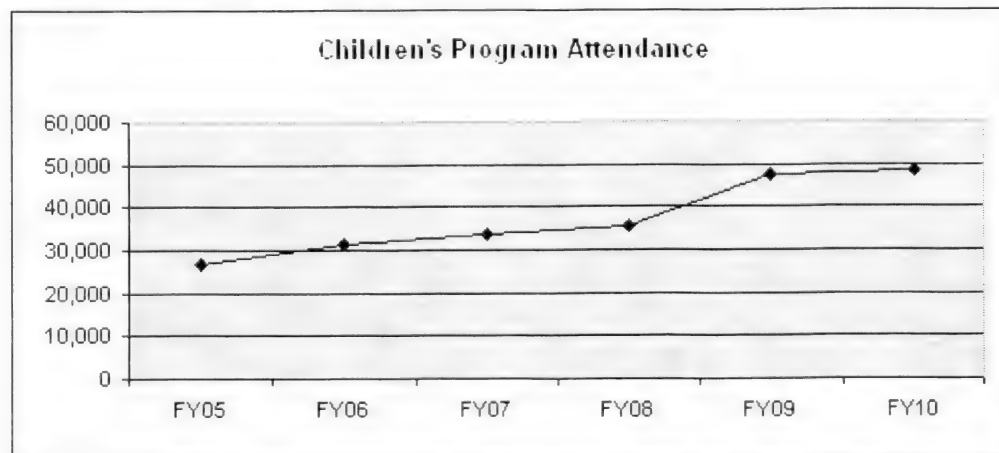
| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|---------------------------|---------|---------|---------|---------|---------|---------|
| Children's Circul. | 193,053 | 214,942 | 217,831 | 223,453 | 301,662 | 307,695 |



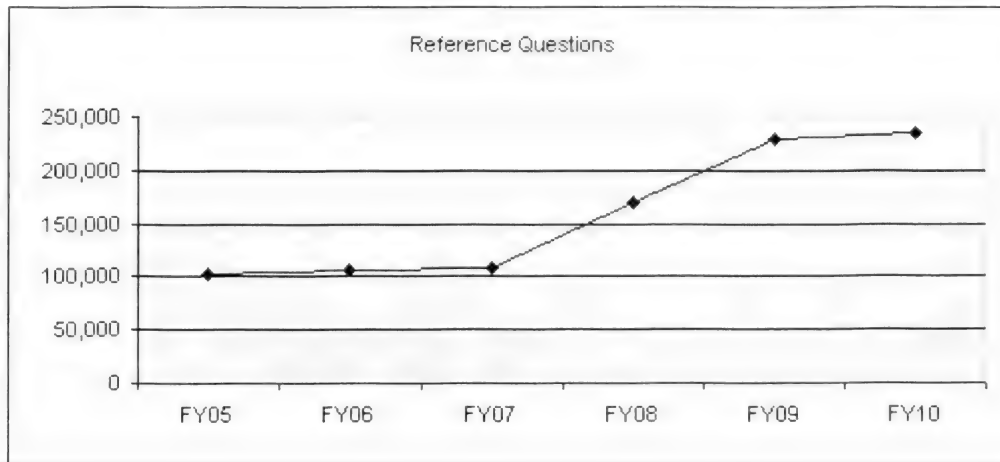
| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|----------------------------|------|------|-------|-------|-------|-------|
| Children's Programs | 776 | 954 | 1,269 | 1,508 | 2,036 | 2,077 |



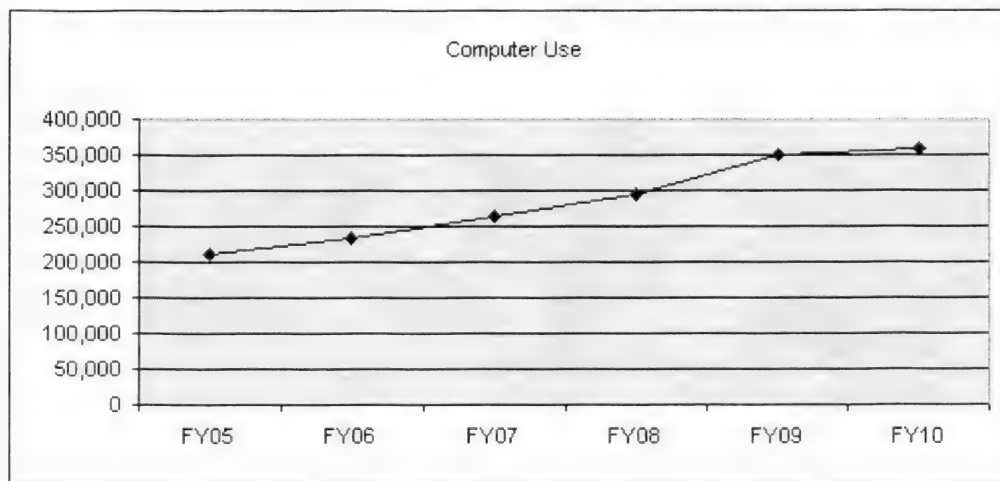
| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|---------------------------|--------|--------|--------|--------|--------|--------|
| Child. Program Attendance | 26,736 | 31,593 | 33,491 | 35,338 | 47,706 | 48,660 |



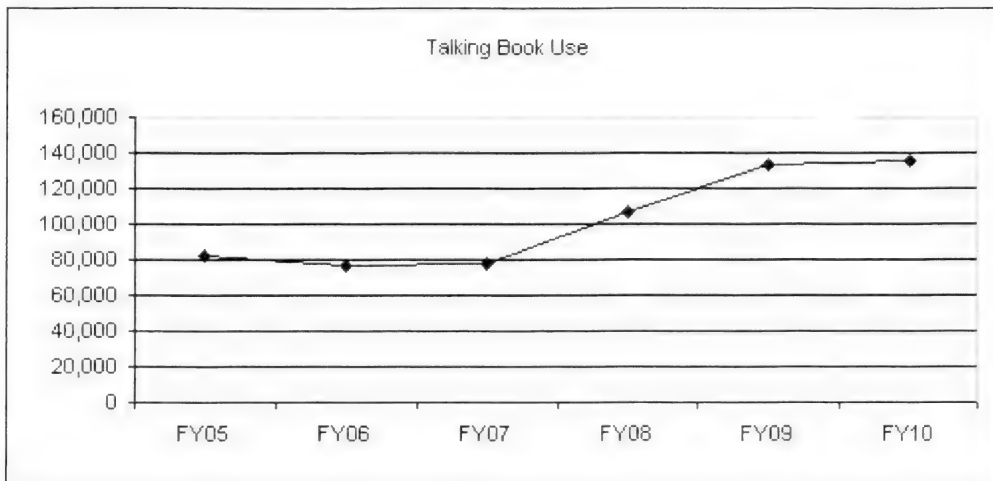
| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|---------------------|---------|---------|---------|---------|---------|---------|
| Reference Questions | 103,315 | 105,428 | 108,827 | 170,122 | 229,665 | 234,258 |



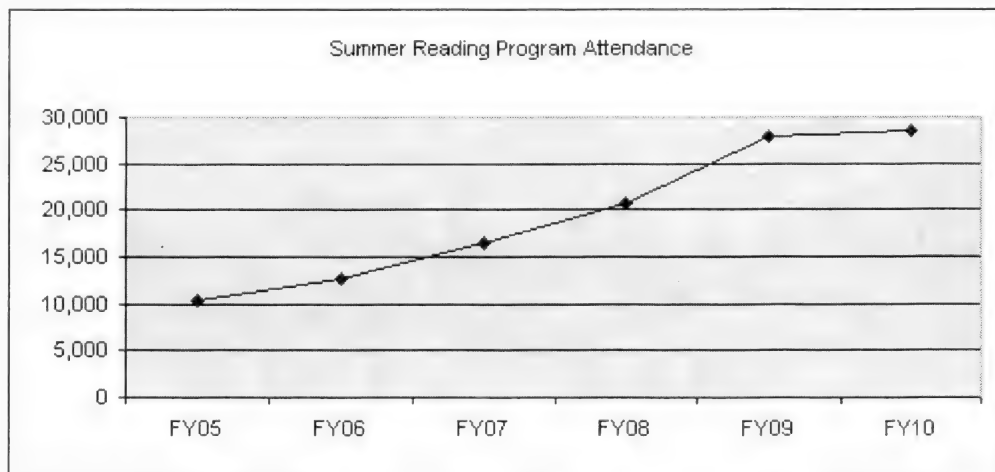
| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|--------------|---------|---------|---------|---------|---------|---------|
| Computer Use | 211,892 | 232,147 | 263,414 | 294,052 | 351,116 | 358,138 |



| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|------------------|--------|--------|--------|---------|---------|---------|
| Talking Book Use | 82,432 | 76,252 | 77,777 | 106,317 | 132,896 | 135,554 |



| | FY05 | FY06 | FY07 | FY08 | FY09 | FY10 |
|-----------------------------------|--------|--------|--------|--------|--------|--------|
| Summer Reading Program Attendance | 10,342 | 12,651 | 16,559 | 20,699 | 27,943 | 28,502 |



Additional Workload Measures Athens-Clarke County Libraries 2010

Additional Workload Measures:

1. Number of children's programs at outreach locations will increase to 660; Athens/Baxter St. library programs will increase to 1376 in 2010.
2. Numbers of computers available in our libraries will remain the same with 140 at the Baxter Street Library and 37 at the 4 branches. However, usage as measured by log-ins will continue to increase dramatically with time restrictions and wireless access. We project a 14% increase in use by 2010.

3. Replacement of the oldest and slowest public computers will begin in 2010 and continue on a regular basis in coming years.

Efficiency Measures Using 2008 figures:

1. Cost of circulation [total budget divided by circulation] = \$11.82
2. Cost per capita [total budget divided by population] = \$15.61
3. Value of the collection [total items x \$28, a replacement figure quoted by *School Library Journal*] = \$11,557,364

Effectiveness Measures:

1. % of the population [102,300] having a library card: 59%
2. Average # attendance of people visiting the library by the day: 1986
3. # of people visiting the library by the hour: 204
4. Reference questions per capita = 2.2 [state average is 1 per capita]

The Customer Satisfaction Survey conducted in April 2008 indicated a 95% satisfaction with the library and its services. Comments included the request for more books, more hours, more audio-visual materials, and more computer classes. Positive comments included praise for the staff and the access to materials provided by the PINES network.

INDEPENDENT AGENCY BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY**PART I: ATHENS-CLARKE COUNTY FUNDING**

| | FY08 ACTUAL | FY09 BUDGET | FY10 AGENCY REQUEST | FY10 MAYOR RECOMMEND | FY10 COMMISSION APPROVED | FY11 AGENCY REQUEST | NOTES |
|--|----------------|----------------|---------------------------|----------------------------|--------------------------------|---------------------------|-------|
| PERSONAL SERVICES | \$1,477,993 | \$1,563,187 | \$1,587,811 | \$0 | \$0 | \$1,667,202 | 1 |
| OPERATING EXPENSES | \$118,823 | \$80,165 | \$88,408 | \$0 | \$0 | \$92,828 | 2 |
| INDIRECT EXPENSES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 3 |
| CAPITAL EXPENSES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| DEBT SERVICES | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | |
| TOTAL ACC FUNDING | \$1,596,816 | \$1,643,352 | \$1,676,219 | \$0 | \$0 | \$1,760,030 | |
| ACC FUNDING AS A % OF TOTAL AGENCY BUDGET | 43% | 44% | 44% | 0% | 0% | 44% | |

PART II: TOTAL AGENCY EXPENDITURES

| | FY08 ACTUAL | FY09 BUDGET | FY10 PROJECTED | FY11 PROJECTED | NOTES |
|----------------------|----------------|----------------|-------------------|-------------------|-------|
| PERSONAL SERVICES | \$2,376,491 | \$2,492,953 | \$2,534,108 | \$2,660,813 | |
| OPERATING EXPENSES | \$1,414,750 | \$1,310,370 | \$1,330,370 | \$1,304,420 | |
| INDIRECT EXPENSES | \$0 | \$0 | \$0 | \$0 | |
| CAPITAL EXPENSES | \$0 | \$0 | \$0 | \$0 | |
| DEBT SERVICES | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | |
| TOTAL AGENCY FUNDING | \$3,791,241 | \$3,803,323 | \$3,864,478 | \$3,965,233 | |

PART III: TOTAL AGENCY REVENUES

| REVENUE SOURCES (PLEASE LIST) | FY08 <u>ACTUAL</u> | FY09 <u>BUDGET</u> | FY10 <u>PROJECTED</u> | FY11 <u>PROJECTED</u> | <u>NOTES</u> |
|---------------------------------------|------------------------|---|--------------------------|--------------------------|--------------|
| SPLOST | \$20,455.00 | \$130,000.00 | \$130,000.00 | \$130,000.00 | |
| ATHENS-CLARKE COUNTY | \$1,596,816 | \$1,643,352 | \$1,676,219 | \$1,760,030 | |
| State Staff | \$627,679 | \$661,256 | \$677,787 | \$694,731 | |
| State Grants | \$419,310 | \$344,671 | \$344,671 | \$344,671 | 4 |
| Other County and City Government | \$751,220 | \$788,931 | \$233,870 | \$233,870 | |
| Fines, Fees, copy, interest and other | \$372,042 | \$222,113 | \$788,931 | \$788,931 | |
| City of Winterville | <u>\$13,000</u> | <u>\$13,000</u> | <u>\$13,000</u> | <u>\$13,000</u> | |
| TOTAL REVENUE | \$3,800,522 | \$3,803,323 | \$3,864,478 | \$3,965,233 | |
| TOTAL AGENCY EXPENDITURES | <u>\$3,791,241</u> | <u>\$3,803,323</u> | <u>\$3,864,478</u> | <u>\$3,965,233</u> | |
| REVENUES LESS EXPENDITURES | \$9,281 | \$0 | \$0 | \$0 | |
| BEGINNING OF FY08 BALANCE | \$178,636 | Restricted | | | |
| ENDING OF FY08 BALANCE | \$187,917 | **Restricted - required vacation liability and one month's operating expense reserve - per GA Dept. of Audits | | | |

INDEPENDENT AGENCY BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARYNOTES AND COMMENTS

1. Full-time vacant position carried forward to FY09.
2. Non-budgeted gift and donation monies used for materials in FY08.
3. Replace computer equipment to \$25,000 (using gift funds).
4. State Grants for Materials and Special Needs Center budget cuts for FY2009 total \$74,639.

INDEPENDENT AGENCY BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARYIMPACTS OF A 5% REDUCTION IN ACC FUNDING

Impact of a 5% Reduction in FY10 ACC Funding [\$82,167.00]

The Library has seen large increases in use over the last 6 months and we project that as the economy gets tighter, usage will continue to increase. In particular, assistance requests for job seekers including help with computer skills and online applications has been significant. People expect the library to have not only the software and equipment but the staff to help them. In addition to computer use, visits to the library have increased significantly as has lending of materials. We have anecdotal and statistical evidence that people are increasingly turning to their public libraries for efficient Internet access and for the professional assistance they know they'll receive here. Since business of all types are requiring online participation from their customers and prospective employees, many of whom do not have home computers or have never even used computers before, we are seeing increasing demands for computer access and training. As the economy contracts even further, these demands can only increase.

Public service agencies such as the library are staff intensive. While we value our well-trained, skilled staff members and the services they deliver, unfortunately most of the proposed reduction would have to come from this budget line. Along with the reduction of staff, a reduction in public service hours would also be required. A reduction will also impact nearly \$1 million in state grant funds [under the Maintenance of Effort Requirement for State Aid].

Close all outreach locations with the exception of the Winterville Library which is fully funded by that city. This would include

Branch Library Salaries: \$87,042 Operating Costs: \$18,250
Total Anticipated Savings: \$105,292

Service Impact: These outreach locations serve a large number of minority and disadvantaged families who cannot for various reasons [lack of transportation, family situations] use the central library. There are many success stories from these locations including group engagement activities, educational gains, family literacy education, and collaboration with community groups. Children would lose that direct attention and assistance so essential to learning and success in school. Eliminating our Resource Centers would mean cutting services to some of the county's neediest citizens and would ultimately result in numerous children suffering academically from our absence in their lives.

Close Baxter Street one day per week. The Library staff suggests closing on Saturday when the building is open from 9-6; approximately 1700 people visit each Saturday.

This would save approximately \$75,647.00

Service Impact: Library services would be decreased and people who now visit the library on Saturdays would not have access, would not be able to use the computers, would not be able to read magazines and newspapers, would not be able to borrow books, and would not be able to use the community spaces.

Reduction in Staff. In a service organization such as the public library, the greatest expense is staffing. Over the years, the library has pinched pennies, frozen vacancies, and postponed equipment upgrades as we have tried to improve our market competitiveness for staff. One of the things people comment most about is the helpfulness of our staff.

Anticipated Savings: \$ 25,000

Service Impact: This would lead to serious deterioration in service and public outrage! The library is busy virtually every hour of operation and every staff member is fully engaged in providing public service. We will continue to evaluate the best possible deployment of existing staff to provide excellent service.

Georgia Public Library Service - FY2010 Capital Request

Projects 1 - 7 Recommended for Funding

page 1

| FY 10 Rank | Library System | Project Name | C=Central B=Branch | N=New A=Add. | City | County | State Share | Local Share | Total Project Cost |
|--|--|--|-----------------------|-----------------|----------------|------------|-------------|-------------|--------------------|
| Public Library Projects - Submitted prior to FY08 and recommended by GPLS for inclusion in FY10 budget request | | | | | | | | | |
| 1 | Sara Hightower Regional Library System | Rockmart Library | B | A | Rockmart | Polk | \$1,899,500 | \$774,750 | \$2,674,250 |
| 2 | DeKalb County Public Library System | DeKalb County Public Library Central Library Annex | C | N | Unincorporated | DeKalb | \$2,000,000 | \$4,002,857 | \$6,002,857 |
| 3 | Sequoyah Regional Library System | R. T. Jones Memorial Library | C | A | Canton | Cherokee | \$1,052,207 | \$352,007 | \$1,404,214 |
| 4 | Athens Regional Library System | Athens-Clarke County Library | C | A | Athens | Clarke | \$2,000,000 | \$8,215,240 | \$10,215,240 |
| 5 | Three Rivers Regional Library | St. Mary's Public Library | B | A | St. Mary's | Camden | \$863,367 | \$256,683 | \$1,120,050 |
| 6 | Uncle Remus Regional Library System | Morgan County Library | C | A | Madison | Morgan | \$2,000,000 | \$825,147 | \$2,825,147 |
| 7 | Satilla Regional Library System | Jeff Davis Public Library | B | N | Hazlehurst | Jeff Davis | \$1,147,850 | \$2,000,000 | \$3,147,850 |
| Additional Projects submitted prior to the FY10 GPLS Capital Outlay Grant request period - recommended for future funding | | | | | | | | | |
| 8 | Thomas County Public | Thomasville Central Addition | C | A | Thomasville | Thomas | \$2,000,000 | \$1,300,000 | \$3,300,000 |
| 9 | Clayton County Library System | Forest Park Branch Library | B | A | Forest Park | Clayton | \$2,000,000 | \$2,571,429 | \$4,571,429 |
| 10 | Sequoyah Regional Library System | Northeast Regional Library | B | N | Unincorporated | Cherokee | \$2,000,000 | \$3,616,857 | \$5,616,857 |
| 11 | Uncle Remus Regional Library System | Walnut Grove Library | B | N | Walnut Grove | Walton | \$1,250,500 | \$450,500 | \$1,701,000 |

listing continues on page 2



Athens-Clarke County Library Expansion Fact Sheet: Evolving to meet our community's changing needs

Background

The Library was founded in 1913 as the Athens Public Library, and it continued with city funding and donations until 1940 when it joined with Oglethorpe and Oconee counties to become the first regional library system in Georgia.

Today, the Athens-Clarke County Library, built in 1991, is headquarters for the five-county Athens Regional Library System and houses the state-funded Special Needs Library for the blind and physically handicapped. Use of this facility has far exceeded the original intent, plan and arrangement of the building.

Patron use of the facility has changed dramatically with the addition of new services to the public, today's technology, and evolving needs of the community.

Renovation, along with expansion to the current facility, will address the needs of expanded services, technological advances, and a flexible organization of space will provide today's and future services within the Library.

Project Description

The building, which is currently 63,000 square feet, will be renovated and expanded to 83,000 square feet to house new services to the public, expand programs, replace and expand the technological infrastructure for the building, create more efficient staff work room areas and better organize patron flow and location of services within the facility.

The renovation will repair various areas of the aging structure, upgrade the facility for technological requirements, and reorganize interior spaces to better accommodate the needs of the library user.

Special Features

- Expanded children's services to promote early reading skills, family literacy skills, computer skills, research skills, storytime and storytelling programs in appropriate

spaces, adequate shelving and seating arrangements for children and adults.

- Computer areas will be expanded and the number of computers increased to optimize access, identified by patrons as one of their greatest needs. The data infrastructure, including wiring, bandwidth and electrical capacity, will be upgraded to ensure delivery of high speed Internet in all areas.
- An area will be dedicated to technology training to ensure staff and patrons receive instruction on basic and advanced technology, Internet use, and software use. Examples of classes for the public include Word Processing, Excel, PowerPoint, Email, Google, RSS Feeds, GALILEO, and Digital Cameras.
- The Heritage Room is a research collection for Athens history, Georgia history, and genealogy. This invaluable, archival collection will add 2,000 square feet to accommodate researchers as well as more storage space for this special collection.
- The addition of a divisible 300-seat multipurpose program area with the capacity for wireless Internet access, web conferencing and training, an upgraded audio and projection system for presentations and ability to accommodate a variety of media formats.
- Additional Shelving for expanding collections.
- The project will conform to Leadership in Energy and Environmental Design (LEED) standards under the Green Building Act of 2006.

Total Project Cost \$10,215,240
SPLOST Funds: \$8,215,240
State of Georgia Funds: \$2,000,000

Architect: David Moore, Craig Gaulden Davis



Athens-Clarke County Library Expansion Fact Sheet: Evolving to meet our community's changing needs

Background

The Library was founded in 1913 as the Athens Public Library, and it continued with city funding and donations until 1940 when it joined with Oglethorpe and Oconee counties to become the first regional library system in Georgia.

Today, the Athens-Clarke County Library, built in 1991, is headquarters for the five-county Athens Regional Library System and houses the state-funded Special Needs Library for the blind and physically handicapped. Use of this facility has far exceeded the original intent, plan and arrangement of the building.

Patron use of the facility has changed dramatically with the addition of new services to the public, today's technology, and evolving needs of the community.

Renovation, along with expansion to the current facility, will address the needs of expanded services, technological advances, and a flexible organization of space will provide today's and future services within the Library.

Project Description

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Architect: David Moore, Craig Gaulden Davis

GA General Assembly - 2006 House & Senate District Maps
web site- <http://www.legis.state.ga.us/>

State Senators/Representatives in Districts within the Athens Regional Library System (2-year term)
(* indicates regions where only a portion falls within that district)

District 46:

(Bogart, Clarke Co.*, Oconee Co.)

The Honorable Bill Cowsert

Re-elected Nov 4, 2008. Next election 2010

Capitol Address:

319-A Coverdell Legislative Office Building

Atlanta, GA 30334

(404) 463-1366

(404) 657-0797 (fax)

District Address:

P.O. Box 512

Athens, GA 30603

(706) 543-7700

(706) 202-3211 (fax)

email- bill.cowsert@senate.ga.gov

District 47:

(Madison Co., Clarke Co.*, Oglethorpe Co., Winterville)

The Honorable Ralph T. Hudgens

Re-elected Nov 4, 2008. Next election 2010

Capitol Address:

110-A State Capitol

Atlanta, GA 30334

(404) 656-4700

(404) 463-2279 (fax)

District Address:

6509 Highway 106 South

Hull, GA 30646

(706) 353-2702

(706) 354-1017 (fax)

email- ralph.hudgens@senate.ga.gov

District 50:

(Lavonia, Royston)

Incoming Senator

Jim Butterworth

P.O. Box 2000

Cornelia, GA 30531

(706) 768-4106

Term 1-12-09 - 1-10-2011

District 28:

(Lavonia*)

Incoming Representative

Michael Harden

P.O. Box 1189

Toccoa, GA 30577

(706)-779-3279

email: Michael@voteharden.com
Term 1-12-09 - 1-10-2011

District 29:

(Lavonia*, Madison Co.*, Royston*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Alan Powell

Capitol Address:

Suite 507, Coverdell Legislative Office Building
Atlanta, GA 30334
(404) 656-0202

District Address:

P.O. Box 248
Hartwell, GA 30643-0248
(706) 376-4422
(706) 376-2670 (fax)
email- alanpowell23@hotmail.com

District 30:

(Madison*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Tom McCall

Capitol Address:

Room 226
State Capitol
Atlanta, GA 30334
(404) 656-5115

District Address:

2835 Washington Highway
Elberton, GA 30635
(706) 283-5436
(706) 283-6656 (fax)
email- tommccall@bellsouth.net

District 113:

(Bogart, Clarke Co.*, Oconee, Oglethorpe*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Bob Smith

Capitol Address:

Room 245
State Capitol
Atlanta, GA 30334
(404) 463-2247

District Address:

P.O. Box 108
Watkinsville, GA 30677
(706) 769-8794
email- smith98@bellsouth.net

District 114:

(Clarke Co.*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Keith Heard

Capitol Address:

Suite 509, Coverdell Legislative Office Building
Atlanta, GA 30334

(404) 656-0220

District Address:

P.O. Box 5068

Athens, GA 30604-5068

(706) 353-1772

(706) 548-7952 (fax)

email- keith.heard@house.ga.gov

District 115:

(Clarke Co.*, Winterville)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Douglas C. McKillip

Capitol Address:

Suite 509, Coverdell Legislative Office Building

Atlanta, GA 30334

(404) 656-0220

District Address:

135 University Drive

Athens, GA 30605

(706) 613-1900

(706) 613-1906 (fax)

email- dcmckillip@aol.com

District 116:

(Oglethorpe*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Robert M. 'Mickey' Channell

Capitol Address:

401 State Capitol

Atlanta, GA 30334

(404) 656-7856

District Address:

P.O. Box 839

Greensboro, GA 30642

(706) 453-1230

(706) 453-1225 (fax)

Email- mickey.channell@house.ga.gov

Georgia Library Day*

Thursday, February 26, 2009

Atlanta

** Sponsored by the Georgia Association for Instructional Technology (GAIT), Georgia Library Association (GLA) and the Georgia Library Media Association (GLMA)*

- 8:45 A.M. Registration, coffee and juice – Floyd Building (Twin Towers, 20th floor, West Tower)
- 9:15 A.M. Welcome – GLA President – Floyd Building
- 9:20 A.M. Remarks from Georgia Legislative Guests – Floyd Building
- 10:00 A.M. Comments from the Georgia Library Community and Organizations – Floyd Building
- 10:45 A.M. Visit the Capitol (Please contact your legislators prior to your arrival on February 26. Let them know you will be attending this event.) – Georgia State Capitol
- 11:45 A.M. – 1:30 P.M. Box lunch with your legislator – Floyd Building

Registration Form (please complete one for each registrant)

Name: _____

Address: _____

Library Name: _____

My Library is in Georgia Senate District(s)*: _____

My Library is in Georgia House District(s)*: _____

*Georgia Secretary of State Website: <http://www.sos.state.ga.us/cgi-bin/locator.asp>

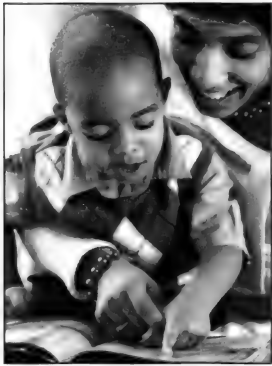
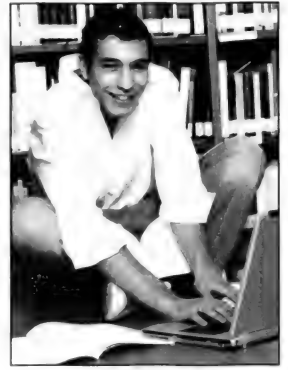
Please enclose: Registration form and \$30 per person. Make check payable to GLA. Reference "Registration" in note section. Payment must be received by Friday, February 13, 2008. Mail payment to: Georgia Library Association: P.O. Box 793, Rex, GA 30273. Contact: Gordon Baker at 678/466-4325 or gordonbaker@clayton.edu for more information.



THE VALUE OF...

Knowledge

- Public libraries give people access to information in all formats: from online to print, from visual to spoken word
- Public libraries help Georgians learn and grow at every step of their lives
- Public libraries provide answers to questions, helping Georgians make both simple and life-altering decisions



Reading

- Public libraries provide books that can educate and inform Georgians about the world around them
- Public libraries have books celebrating ideas: arts and politics, culture and science, philosophy and how-to
- Public libraries offer books that promote discovery from the imagined and time gone by to real places of today



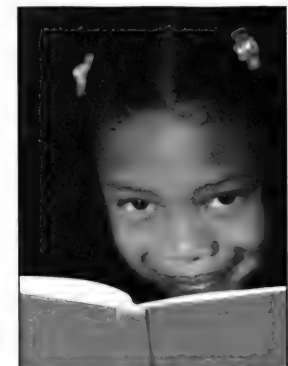
Workforce Development

- Public libraries expand quantity and competencies of local workforce and long-term community economic capacity
- Public Libraries provide access to employment search and application opportunities and help expand employment skills and opportunities
- Public Libraries expand local employment opportunities and offer economic stability



Access

- Public libraries bridge the digital divide, ensuring computer access to all Georgians
- Public libraries present computer training, allowing a more level digital playing field
- Public libraries offer free access to computers and on-line information to help all Georgians create, learn, be entertained and connect to the greater world



Early Literacy

- Public libraries aid school readiness and academic success
- Public libraries promote awareness of the importance and need to read early and often
- Public libraries celebrate children's literature and engage children in reading from birth



The value of Georgia's public libraries:
PRICELESS

Legislative Priorities

Georgia Council for Public Libraries

- **Support Georgia Public Library Service budget at 100% requested rate**

The need for strong, vibrant public libraries has never been greater. Georgia's public libraries are busier than ever. We provide access to technology and promote literacy - two key assets needed to build a better Georgia and weather the current economic downturn.

→ **More support is needed; not less.**

- **Increased funding for library collections**

Our goal for \$1.00 per capita state grant funds to spend on collections has not been met. Rather, the overall per capita state grant funding to public libraries to maintain collections continues to decrease as populations grow and demand increases.

→ **More support is needed; not less.**

- **Capital grants for construction of new libraries**

Public libraries in Georgia have a long and proud history of working with the Legislature to create new facilities that are beacons to citizens throughout the state. Public libraries are gathering places where ideas are shared, common interests are explored, and citizenry is strengthened. We need to ensure the integrity of the project list as presented by GPLS and we need to increase the State Construction Grant cap from \$2 million to \$3 million per project.

→ **More support is needed; not less.**

Our nation runs on the fuel of information and imagination that libraries provide. Librarians educate and inform the public, and by doing so, they strengthen our great democracy.
--First Lady Laura Bush

Reading is the gateway skill that makes all other learning possible, from complex word problems and the meaning of our history to scientific discovery and technological proficiency. And by the way, it's what's required to make us true citizens.
--President Barack Obama

At the moment that we persuade a child, any child, to cross that threshold, that magic threshold into a library, we change their lives forever, for the better. It's an enormous force for good.
--President Barack Obama



More support is needed; not less.

Circulation Statistics FY2009

Athens-Clarke

| | FY 2002 | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY 2007 | FY2008 | FY 2009 |
|-----------|---------|---------|---------|---------|---------|---------|---------|---------|
| July | 54,412 | 61,427 | 56,169 | 53,509 | 53,491 | 56,063 | 56,744 | 63,279 |
| August | 45,419 | 49,293 | 46,784 | 47,914 | 52,103 | 51,182 | 49,007 | 53,537 |
| September | *41,353 | 47,240 | 48,377 | 47,886 | 46,997 | 49,186 | 45,344 | 51,046 |
| October | 47,122 | 57,452 | 50,682 | 49,784 | 47,474 | 47,202 | 49,665 | 50,792 |
| November | 45,608 | 45,848 | 47,586 | 48,175 | 45,990 | 43,597 | 45,154 | 49,973 |
| December | 35,416 | 37,140 | 39,831 | 39,598 | 36,808 | 36,177 | 39,751 | 45,163 |
| January | 46,477 | 46,254 | 47,850 | 48,081 | 47,340 | 46,128 | 48,729 | |
| February | 46,153 | 45,418 | 46,870 | 46,113 | 47,215 | 43,600 | 47,359 | |
| March | 49,845 | 49,447 | 51,329 | 50,688 | 48,100 | 45,874 | 49,770 | |
| April | 49,952 | 47,080 | 44,599 | 45,468 | 43,983 | 43,040 | 48,944 | |
| May | 48,281 | 48,821 | 45,217 | 46,441 | 47,019 | 47,899 | 51,410 | |
| June | 57,337 | 61,775 | 60,061 | 59,790 | 59,460 | 57,862 | 62,009 | |
| TOTALS | 526,022 | 597,195 | 585,355 | 583,447 | 575,980 | 567,810 | 593,886 | |

East Athens Resource Center

| | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY2007 | FY 2008 | FY 2009 |
|-----------|---------|---------|---------|---------|--------|---------|---------|
| July | | 133 | 978 | 492 | 1,194 | 1,119 | 1,656 |
| August | | 80 | 454 | 478 | 274 | 750 | 805 |
| September | | 234 | 34 | 265 | 38 | 579 | 977 |
| October | 33 | 917 | 1,124 | 518 | 520 | 1,030 | 777 |
| November | 9 | 426 | 218 | 849 | 835 | 433 | 417 |
| December | 193 | 585 | 34 | 502 | 1,710 | 649 | 451 |
| January | 158 | 635 | 828 | 58 | 1,638 | 590 | |
| February | 227 | 538 | 41 | 577 | 1,438 | 405 | |
| March | 148 | 533 | 391 | 340 | 900 | 734 | |
| April | 129 | 837 | 413 | 478 | 936 | 782 | |
| May | 111 | 578 | 589 | 1222 | 797 | 1,064 | |
| June | 52 | 777 | 580 | 1892 | 605 | 1,602 | |
| TOTALS | 1,060 | 6,273 | 5,684 | 7671 | 10,885 | 9,737 | |

Lay Park Resource Center

| | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY2007 | FY 2008 | FY 2009 |
|-----------|---------|---------|---------|---------|--------|---------|---------|
| July | | 137 | 3,549 | 686 | 1,428 | 1,596 | 1,130 |
| August | | 73 | 990 | 398 | 666 | 1,022 | 990 |
| September | | 382 | 543 | 257 | 1,148 | 1,068 | 1,056 |
| October | 4 | 381 | 644 | 1058 | 1,156 | 939 | 1,154 |
| November | 49 | 385 | 538 | 358 | 926 | 965 | 541 |
| December | 238 | 423 | 475 | 746 | 700 | 731 | 935 |
| January | 167 | 373 | 497 | 888 | 832 | 650 | |
| February | 112 | 124 | 395 | 773 | 872 | 843 | |
| March | 160 | 177 | 999 | 1004 | 952 | 1,182 | |
| April | 127 | 139 | 533 | 1343 | 1,161 | 1,144 | |
| May | 118 | 172 | 1,077 | 1222 | 1,257 | 1,157 | |
| June | 44 | 3,894 | 1,066 | 2304 | 1,578 | 1,948 | |
| TOTALS | 1,019 | 6,660 | 11,306 | 11037 | 12,676 | 13,245 | |

Winterville Branch Library

| | FY 2002 | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|-----------|---------|---------|---------|---------|---------|---------|---------|---------|
| July | 1,174 | 1,295 | 1,616 | 1,294 | 1,116 | 1,468 | 1,536 | 1,874 |
| August | 909 | 1,026 | 1,103 | 1,145 | 902 | 1,104 | 1,226 | 1,491 |
| September | 2,543 | 1,006 | 1,216 | 829 | 714 | 932 | 1,219 | 1,728 |
| October | 738 | 990 | 990 | 963 | 921 | 1,002 | 1,296 | 1,736 |
| November | 723 | 1,097 | 874 | 998 | 1,430 | 930 | 1,179 | 1,575 |
| December | 479 | 618 | 1,137 | 771 | 667 | 607 | 1,190 | 1,266 |
| January | 598 | 760 | 922 | 777 | 1,052 | 789 | 1,282 | |
| February | 818 | 771 | 743 | 797 | 1,073 | 805 | 1,187 | |
| March | 818 | 927 | 1,096 | 817 | 1,152 | 927 | 1,237 | |
| April | 676 | 706 | 807 | 636 | 811 | 893 | 1,158 | |
| May | 1,139 | 1,265 | 973 | 784 | 1,137 | 1,230 | 1,686 | |
| June | 1,544 | 1,018 | 1,407 | 1,473 | 1,669 | 1,499 | 2,128 | |
| TOTALS | 12,159 | 11,479 | 12,884 | 11,284 | 12,644 | 12,186 | 16,324 | |

Pinewoods Library and Learning Center

| | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|-----------|---------|---------|---------|---------|---------|
| July | | 440 | 274 | 1821 | 1,564 |
| August | | 977 | 171 | 1988 | 1,878 |
| September | | 341 | 1504 | 1675 | 1,543 |
| October | | 303 | 1492 | 1451 | 1,835 |
| November | | 1285 | 1392 | 2406 | 1,938 |
| December | | 141 | 1050 | 1148 | 1,250 |
| January | | 334 | 2012 | 1934 | |
| February | | 145 | 1546 | 2229 | |
| March | 110 | 539 | 917 | 2367 | |
| April | 603 | 147 | 1104 | 1439 | |
| May | 744 | 117 | 703 | 1544 | |
| June | 664 | 2743 | 284 | 1231 | |
| TOTALS | 2,121 | 7512 | 12449 | 21,233 | |

OVERDRIVE CIRCULATION BY BRANCH FY08/09

| | Athens | Bogart | Lavonia | Madison | Oconee | O'thorpe | Pinewood | Royston |
|---------------|---------------|---------------|----------------|----------------|---------------|-----------------|-----------------|----------------|
| May | 127 | 9 | 10 | 15 | 28 | | 2 | 4 |
| June | 218 | 29 | 19 | 25 | 36 | 1 | 4 | 23 |
| July | 159 | 34 | 8 | 13 | 43 | 1 | 4 | 10 |
| August | 163 | 26 | 14 | 18 | 74 | 1 | 3 | 8 |
| September | 143 | 31 | 13 | 23 | 90 | - | - | 2 |
| October | 238 | 31 | 12 | 31 | 108 | 1 | - | 17 |
| November | 254 | 29 | 13 | 29 | 109 | 7 | 2 | 16 |
| December | 270 | 30 | 11 | 18 | 115 | 11 | 4 | 18 |
| TOTALS | 1,572 | 188 | 100 | 172 | 603 | 21 | 19 | 98 |

HOLDS

A "hold" may be placed on an item in person, over the phone, or on line with the patron's library card number. Blocked cards may not be used to place a "hold". There is a limit of 50 holds at a time on a patron's card. If a "Hold" has been placed on an item, it may not be renewed.

Deleted:

CONFIDENTIALITY LAW

The Georgia Confidentiality Law, (O.C.G.A. 24-9-46 (2008), O.C.G.A.24.946) prohibits the disclosure of any patron information, including titles checked out, amount of fines/fees owed, and phone numbers/addresses. All PINES library staff recognize the strict confidentiality of library records, and shall not disclose any information regarding library patrons unless legally compelled. If proper legal documents are presented, a Library Director or designee must approve the decision to release confidential records.

PURCHASE REQUESTS

Patrons may request that the library purchase a material which is not currently owned. Acceptance of a purchase request does not constitute an agreement to purchase the item. If the item is purchased, the requesting patron(s) will be placed on a "hold" list for that item and will be notified, when the material is ready to circulate.

Deleted: by mail

TEACHER LOANS

Special loan agreements may be arranged by teachers needing a group of materials for classroom purposes. Interested educators may request an extended due date from a circulation Supervisor.

Deleted: should contact the Access Services coordinator for details

DONATIONS

See Donations Policy.

SURVEYS

Public surveys on library property are permitted at the discretion of the Director, Branch Manager, or Administrative Assistant of the library.

RETURN POLICY

All library materials may be returned to any one of the library system's facilities regardless where they were checked out.

Deleted: no matter

7/10/01

Amended 4/17/03

Amended 7/17/08

the Meter in 1875; authorized a three-year study on

most packaged goods are labeled with traditional and

democracies, not mills and micros.

Which brings us to the

inal Court, and other widely supported international agreements.

Libraries count on loyal Friends

By WALLY EBERHARD

All of Georgia's publicly funded institutions are on a forced economic diet these days, and your public library isn't exempt.

But most have a loyal group of Friends — that's uppercase, please — to help them out.

So the patrons of the Hart County library in Hartwell can still count on getting the New York Times top 10 fiction and nonfiction books each month. The library's Friends group is paying for them.

And those who frequent the East Point library continue to enjoy author visits, cultural programs and receptions that make their library a lively community center, thanks to \$5,000 in contributions from its Friends. In Echols County, a \$1,000 Friends gift provides 28 percent of a branch library's operating budget.

Friends of Georgia Libraries is building a list of money raised and donated by the 180 Friends groups across the state. So far the total is around \$250,000 and climbing. The coordinator of the 22 Friends groups in the Atlanta-Fulton County system reports gifts of more than \$150,000 in the past year.

Whatever the amount is, it's a small though important fraction of the cost of running the state's public libraries. For the year ending June 2007, the Georgia Public Library Service reported revenues of \$220 million. Seventy-five percent of that came from local funding, 17 percent from the state of Georgia, 1 percent from the federal government and the rest from other sources, including grants and gifts.

Friends groups are also at the center of advocating



► Wally Eberhard, an Athens resident, is president of the Friends of Georgia Libraries and a retired UGA journalism professor.

support at the courthouse and the Statehouse. No one knows commissioners and state senators and representatives better than those who live in the same community. Lobbying doesn't always work. Georgia's state allocation for collections and library maintenance has been level for a decade or more, meaning the value has declined. But the annual program of state grants for library construction and remodeling has been critical to help libraries keep up with change and growth.

It's both ironic and logical that the American public library has been rediscovered in a recession. Jim Rettig, library director at the University of Richmond and president of the American Library Association, wrote in the American Librarian that as "the nation's economy struggles, public libraries nationwide report increases in circulation and new demand for other services." A library card is still free and available to anyone with minimal credentials. With that card you can check out a book that costs upwards of \$20 at a big-box bookstore. Many can't afford a computer or Internet service, but their library provides both.

Rettig reminds us of the importance of libraries. From preschool story hours to research collections at university libraries to programs for senior citizens, "Our multitiered network of libraries demonstrates that the library is the only agency or institution in American

society that provides lifelong learning."

For most of us that means the public library. Georgia library statistics for the 2007 fiscal year report 35.7 million visits to public libraries in the state. That tops the million attendances at UGA or Tech football games, the 3.5 million visits to the Georgia Aquarium and the 2.75 million tickets bought for Atlanta Braves games.

This writer was the boyhood beneficiary of one of America's greatest library friends, Andrew Carnegie. I was born in a Carnegie library in my hometown of Niles, Mich., or so I liked to believe. The motto "Free to All" was chiseled over the entryway. Carnegie funded construction of 1,689 libraries in the United States, sparking an unprecedented wave of library building in towns large and small.

Since then, the cause of the library has been taken up by others, including local

Friends groups. The most touching story we've heard comes from the Carrollton public library, where for two decades a retiree from Boston has dedicated her spare time to running used-book sales. She's now in charge of an ongoing Friends sale that nets \$500 to \$600 a month.

Our support for libraries is at heart genetic, a chromosome of affection, need and respect turned into action by Friends organizations as well as citizens at large. Witness the overwhelming approval of a \$275 million bond issue for library construction and renovation by Fulton County voters on Nov. 4.

Lady Bird Johnson put it this way: "Perhaps no place in any community is so totally democratic as the town library. The only entrance requirement is interest."

Thanks to thousands of Friends in Georgia, libraries continue to serve that interest, in good times and bad.

NATIONAL VOICES

Editorial excerpts from around the country

WASHINGTON POST

Difficult cuts the real task

President-elect Barack Obama proudly introduced his new budget director, Peter R. Orszag, with what he meant as a supreme compliment: "Peter doesn't need a map to tell him where the bodies are buried in the federal budget." It takes nothing away from the exceedingly capable Orszag, or the rest of Obama's capable economic team, to say that this isn't much of a trick. Politicians across the political spectrum are involved on an endless snipe hunt for waste, fraud and abuse in the federal budget. The point isn't that the waste, etc., doesn't exist. It does. The trick to this hunt is not in spotting the prey but in eradicating it. ... The real task is making difficult choices among worthy, competing programs.

Read to Rover



"Spud"

3:30-4:30 p.m.

Monday, Jan. 12

Thursday, Jan. 29

Monday, Feb. 9

Thursday, Feb. 26

Monday, March 9

Thursday, March 26

Monday, April 13

Thursday, April 30

In the Storyroom

Mondays with "Porsche"

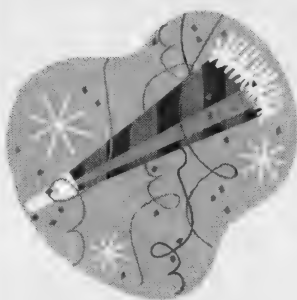
Thursdays with "Spud"

Come share a book with a furry friend! Beginning readers (grades 1-4) can read aloud to a dog. The dogs are insured and in the company of a trainer at all times. Children can read to the dogs in individual sessions on a first come, first served basis.

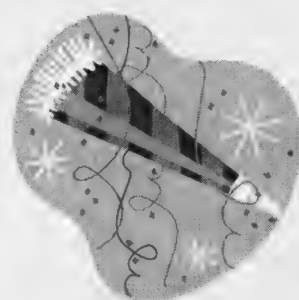
iFilms

International and Independent Film Series
In the Athens-Clarke County Library's Auditorium

~ Free and Open to the Public ~



There will be
NO iFilms
Thursday, January 1
In observance of New Year's Day

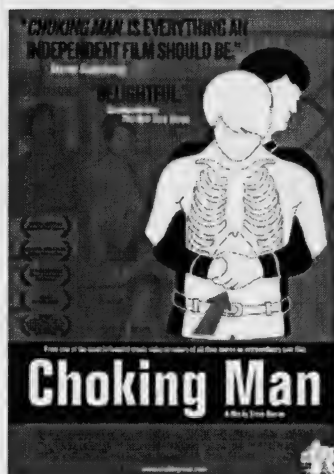


Thursday, January 8 at 7:00 p.m.

- *"Tulia, Texas"*

a film by Cassandra Herrman and Kelly Whalen, 60 minutes,
Documentary, 2008

On July 23, 1999, undercover narcotics officer Thomas Coleman executed one of the biggest drug stings in Texas, arresting 46 people. Thirty-nine of the people arrested were African-American. Freddie Brookins Jr. was one of these people. Despite claiming never to have seen Coleman before, Brookins was convicted of selling drugs and sentenced to 20 years in prison. "Tulia, Texas" is the story of one town's search for justice. It follows the investigation of Coleman, his police work and motives in a story that shows the price Americans pay for the war on drugs



Thursday, January 15 at 7:00 p.m. -

"Choking Man"

a film by Steve Barron, 83 minutes, United States, 2008

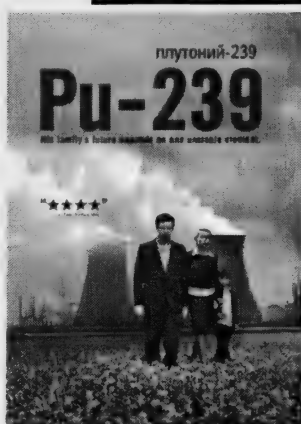
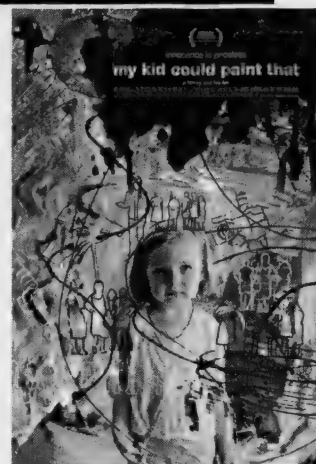
Jorge is a morbidly shy Ecuadorian dishwasher toiling away in a shabby diner in Queens, New York. He quietly attempts to forge a bond with Amy, the newly hired Chinese waitress, but the gulf that separates them may be too large. On the job, Jorge is tormented by a coworker and, at home, is under the psychological control of his domineering roommate. Blending psychological drama and magical realism, "Choking Man" captures the feeling of claustrophobia and asphyxiation newcomers to America experience as they struggle to find a place in this strange new land.

Thursday, January 22 at 7:00 p.m. -

"My Kid Could Paint That"

a film by Amir Bar-Lev, 83 minutes, Documentary, 2007

This thought-provoking documentary tracks the overnight celebrity of Marla Olmstead, a toddler who creates gallery-worthy paintings on the dining room table of her family home. A media sensation by the age of four, sales of her paintings reach \$300,000. Sadly, the bubble bursts when "60 Minutes" suggests that Marla had help making her paintings, pointing to her father, an amateur artist. Almost overnight, her family is ensnared in a web of accusation and denial. Is Marla a child prodigy or an innocent victim of a hoax?



Thursday, January 29 at 7:00 p.m. -

"Pu-239"

a film by Scott Burns, 98 minutes, Russia, 2008

Featuring Paddy Considine and Radha Mitchell, "PU-239" tells the story of Timofey, a nuclear power plant worker who is exposed to a deadly dose of radiation while trying to avert a plant disaster. Desperate to find security for his wife and son before he dies, Timofey steals a small amount of PU-239 - weapons-grade plutonium - and heads to Moscow to sell the dangerous substance in the underground market.


Athens-Clarke
COUNTY LIBRARY

2025 Baxter Street
www.clarke.public.lib.ga.us

The iFilms series is intended for mature audiences,
and parents may find the content unsuitable for children.

Events at the Athens-Clarke County Library



JANUARY 2009



2025 Baxter Street • Athens, Georgia 30606 • (706) 613-3650 • www.clarke.public.lib.ga.us

LIBRARY CLOSED

Thursday, January 1 for New Years Day
Monday, January 19 for MLK, Jr. Day

EVENTS FOR CHILDREN

Throughout January

Children's Storytime - Join us with your children ages 18 months to 5 years for **Storytime** on Tuesdays and Wednesdays at 9:30 and 10:30 a.m. We also offer **Bedtime Stories** Mondays at 7:00 p.m. **No Bedtime Stories Jan. 19.** **Infant Storytime** is Monday, Jan. 12 at 10:30 a.m. and 2:00 p.m.. Call (706) 613-3650, ext. 314 for more information.

Monday, January 5 2:00 p.m.

Puppet Show: "Rowby's Travels" - Red Herring Puppets delight young audiences with lively music, dance, story and silliness. Rowby is an alien who brings the audience along on a tour of Planet Earth with his unique perspective. Join Rowby as he learns about Earth's folklore and cultures through such tales as "Jack and the Beanstalk," "The Three Little Pigs," and others. Sponsored by The Athens Puppet Theatre Company - Laura Cobb Hutchins Paddock Endowment. In Auditorium.



Tuesday, January 6 and 20 10:30 a.m.

Georgia Children's Book Awards Book Discussion for Home School Students - Come and discuss any of the 20 books nominated for the Georgia Children's Book Awards. For home school students in grades 4-8. In Small Conference Room.

Monday, January 12 3:30 - 4:30 p.m.

Read to Rover - Beginning readers (grades 1-4) read aloud to a dog! Dog is insured and in the company of a trainer at all times. Twenty-minute sessions per child. First come, first served. In Storyroom.

Thursdays, Jan. 15 - Feb. 12 10:00 - 11:00 a.m.

In-Person Pre-Registration Begins Saturday, Dec. 27

Parent/Child Workshops - Our library is a Family Place Library, a center for early childhood information, parent education and family support. As part of Family Place, these workshops are available for children ages 1-3, plus their caregivers. We'll provide toys, music, art activities, and a different community resource guest each week. In-person pre-registration is required. In Storyroom.

Tuesday, January 27 3:00 p.m.

Family Night at the (Described) Movies - Join us for the family favorite "Aladdin" on the big screen! This film has a non-intrusive narrative track for visually-impaired viewers, but all are welcome! Presented by the Special Needs Library. In Auditorium.

Thursday, January 29 3:30 - 4:30 p.m.

Read to Rover - Beginning readers (grades 1-4) read aloud to a dog! Dog is insured and in the company of a trainer at all times. Twenty-minute sessions per child. First come, first served. In Storyroom.

EVENTS FOR YOUNG ADULTS

FOR TEENS AGED 11 TO 18

Wednesday, January 7 4:00 p.m.

Wildcard Wednesday: Homemade Books. Learn how to fold a book from one sheet of paper and decorate it however you like! Free and open to the first 15 teens ages 11-18.

Wednesday, January 14 4:00 p.m.

Wildcard Wednesday: Water Conservation. Learn about the water cycle and water conservation through interactive games and crafts with Jessica Harper from Athens Public Utilities. Free and open to teens ages 11-18.

Friday, January 16 7:00 - 9:00 p.m.

Afterhours@TheLibrary. Teen coffee house and open mic! Come sing, dance, play an instrument, read poetry, or juggle for an audience of your peers. Coffee and refreshments provided. Free and open to teens ages 11-18.

Wednesday, January 21 4:00 p.m.

Wildcard Wednesday: Belly Dance Workshop. Due to overwhelming requests, we are offering the Belly Dance Workshop again! Refresh your memory or learn the basics for the first time. Bring a scarf to tie around your hips. Free and open to teens ages 11-18.

Wednesday, January 28 4:00 p.m.

Wildcard Wednesday: Copycat Art: Coat of Arms. Create your own Coat of Arms in the medieval style. Free and open to the first 15 teens ages 11-18.

EVENTS FOR ADULTS

Sunday, January 4 3:00 p.m.

Live! at the Library with the Solstice Sisters - Maggie Hunter, Susan Staley and Anna Durden are known for their beautiful three-part harmonies on oldtime country ballads, traditional folk and 40's styled swing. They will be joined by Dick Daniels on bass and Lee Hiers on dobro. This free concert is sponsored by the Friends of the Athens-Clarke County Library. In Auditorium.

Thursday, January 8 2:00 p.m.

Cinema Classics - Come see Hollywood classics on the big screen! This month's feature is "Singin' in the Rain" starring Gene Kelly and Debbie Reynolds. This film features a non-intrusive narrative track for visually-impaired viewers. Presented by the Special Needs Library. In Auditorium.



Thursday, January 8 7:00 p.m.

iFilms: "Tulia, Texas" - On July 23, 1999, undercover narcotics officer Thomas Coleman executed one of the biggest drug stings in Texas, arresting 46 people. Thirty-nine of the people arrested were African-American. This is the story of one town's



All events are free and open to the public unless otherwise noted. This schedule is tentative and subject to change. Please call the Library for more information.



search for justice. It follows the investigation of Coleman, his police work and motives in a story that shows the price Americans pay for the war on drugs. 60 minutes. In Auditorium.

Saturday, January 10 2:30—4:30 p.m.

Graphic Novel Workshop, Part 1: The Basics: Developing the Theme and Story - Get an introduction to the basics of graphic novel narration, drawing, perspective, character design and development in this two-part workshop. Part 1 is led by Matt DeGennaro, local graphic novelist and author of *"Tupelo—The World's Forgotten Boy."* Part of the *Modern Marvels: Jewish Adventures in the Graphic Novel* series. Sponsored by Grassroots Arts Grant.

Monday, January 12 7:00 p.m.

Discussion Series - "Modern Marvels: Jewish Adventures in the Graphic Novel" - This session's title is *"The Quitter"* by Harvey Pekar. For details or to register, call the Library at (706) 613-3650, ext. 324. In Small Conference Room.

Tuesday, January 13 7:00 p.m.

African-American Authors Book Club - This month's title is *"Broken Beyond Repair,"* by Kieja Shapodee. Newcomers always welcome. In Small Conference Room. For more information, call (706) 613-3650, ext. 351.

Thursday, January 15 10:00 - 11:30 a.m.

Computer Class: Mouse and Keyboard Skills - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, January 15 2:00 - 4:30 p.m.

Getting Started with Genealogy - This class will help you get started with family research. This is the pre-beginning genealogy class. Bring a sweater or light jacket and something to write with. No registration required. Call (706) 613-3650, ext. 350 for more information.

Thursday, January 15 7:00 p.m.

iFilms: "Choking Man" - Jorge is a morbidly shy Ecuadorian dishwasher at a diner in Queens, New York. He quietly tries to forge a bond with Amy, the newly hired Chinese waitress, but the gulf that separates them may be too large. On the job, Jorge is tormented by a coworker and, at home, is under the psychological control of his domineering roommate. Blending psychological drama and magical realism, *"Choking Man"* captures the feeling of claustrophobia and asphyxiation newcomers to America experience as they struggle to find a place in this strange new land. 83 minutes. In Auditorium.



Wednesday, January 21 10:00—11:30 a.m.

Computer Class: Introduction to Computers (Part 1) - Must attend both sessions. In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Wednesday, January 21 10:30 a.m.

Talking About Books, Adult Book Discussion Group - "Good Faith" by Jane Smiley. Newcomers always welcome. In Small Conference Room. Call (706) 613-3650 ext. 324.

Thursday, January 22 10:00 - 11:30 a.m.

Computer Class: Introduction to Computers (Part 2) - Must attend both sessions. In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, January 22 7:00 p.m.

iFilms: "My Kid Could Paint That" - This documentary tracks the overnight celebrity of Marla Olmstead, a toddler who creates gallery-worthy paintings on her family's dining table.

A media sensation by the age of four, sales of her paintings reach \$300,000. Sadly, the bubble bursts when "60 Minutes" suggests that Marla had help making her paintings, pointing to her father, an amateur artist. Almost overnight, her family is ensnared in a web of accusation and denial. Is Marla a child prodigy or an innocent victim of a hoax? 83 minutes. In Auditorium.

Saturday, January 24 10:00 a.m. - 4:00 p.m.

Scottish Heritage Festival - The Athens-Clarke County Library partners with the Lyndon House and the Thistle and Kudzu Society of Athens to present an all-day celebration of everything Scottish! Join us for a free day of family fun and education! Featuring demonstrations of Scottish crafts, cooking, dance and music, storytelling, games, clan exhibits, genealogy and more! At the Lyndon House Arts Center, 293 Hoyt Street, Athens. For information, visit <http://www.thistleandkudzu.net/AthensScottishFestival-WebInfo.pdf>



Monday, January 26 7:00 p.m.

Discussion Series - "Modern Marvels: Jewish Adventures in the Graphic Novel" - This session's title is *"The Rabbi's Cat"* by Joan Sfar. For details or to register, call the Library at (706) 613-3650, ext. 324. In Small Conference Room.



Monday, January 26 7:00 p.m.

Last Monday Book Group, Adult Book Discussion Group - "Don Quixote" by Miguel de Cervantes. Newcomers always welcome. In Board Room.

Tuesday, January 27 12:15 p.m.

Brown Bag Lunch: "Culture and Local Agriculture" - Presented by Craig Page, executive director of P.L.A.C.E. (Promoting Local Agriculture and Cultural Experiences, Inc.). Feel free to bring a lunch to this 45-minute program. In Small Conference Room.

Thursday, January 29 7:00 - 8:30 p.m.

Computer Class: Introduction to the Internet - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, January 29 7:00 p.m.

iFilms: "Pu-239" - Featuring Paddy Considine and Radha Mitchell, *"Pu-239"* tells the story of Timofey, a nuclear power plant worker who is exposed to a deadly dose of radiation while trying to avert a plant disaster. Desperate to find security for his wife and son before he dies, Timofey steals a small amount of Pu-239 - weapons-grade plutonium - and heads to Moscow to sell the dangerous substance in the underground market. 98 minutes. In Auditorium.

Saturday, January 31 2:30—4:30 p.m.

Graphic Novel Workshop, Part 2: Drawing the Story - Get an introduction to the basics of graphic novel narration, drawing, perspective, character design and development in this two-part workshop. Part 2 is led by Joshua Johnson, local freelance artist who collaborates with author Matt DeGennaro. Part of the *Modern Marvels: Jewish Adventures in the Graphic Novel* series. Sponsored by Grassroots Arts Grant.

EXHIBITS

Readers Advisory Desk: "Best Reads of 2008"

Young Adult/Browsing: "History of the Graphic Novel"



10¢

FEB. 1963



Art in Word and Picture: Creating the Graphic Novel



Learn the basics of graphic novel narration, drawing, perspective, character design and development in this two-part workshop. Part I is led by local graphic novelist Matt DeGennaro, author of **"Tupelo — The World's Forgotten Boy."** Part II is led by Joshua Johnson, local freelance artist and DeGennaro's collaborator.

Free and open to the public. You must attend both sessions. To register, call (706) 613-3650, ext. 356.

Part I: Saturday, January 10, 2:30-4:30 p.m.

Part II: Saturday, January 31, 2:30-4:30 p.m.

In the Small Conference Room



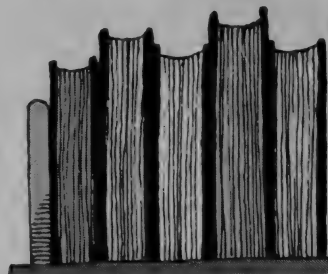
Sponsored by the Georgia Grassroots Arts Grant

Athens-Clarke County Library, 2025 Baxter Street, Athens · (706) 613-3650



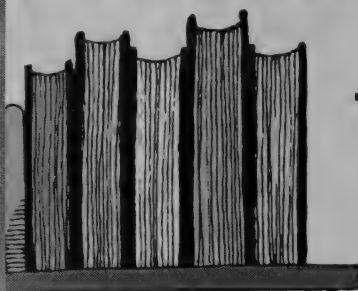
Friends of the Athens-Clarke County Library

25TH ANNUAL BOOK SALE



THOUSANDS OF BOOKS FOR SALE!

Fiction * Non-fiction * Hardbacks * Paperbacks
* DVDs * CDs * And More!



PREVIEW NIGHT

Tuesday, February 24, 4 - 8 p.m.

\$5 for current Friends of the Library

\$15 for non-members

REGULAR SALE

Wednesday, Feb. 25 - Saturday, Feb. 28

11 a.m. - 8 p.m. (Wed.- Fri.)

10 a.m. - 4 p.m. (Sat.)

**FREE
Admission!**

LOCATION: Former Michael's store in Perimeter Square on
Huntington Road, off Atlanta Hwy.

FOR MORE INFORMATION: Call (706) 613-3650, ext. 344



Director's Report
January 13, 2009

Our libraries are definitely showing the impact of the recession. In addition to people coming to their neighborhood facilities to use the computers to apply for jobs and search out career opportunities, we know from conversations that people have decided to cancel their home internet connectivity, let magazine subscriptions lapse, and read the local newspaper online. In addition, we have received more reference questions from the community and have more people attending programs.

As 2008 ended, we realized that many of the measures of success in meeting the needs of our communities across the region have been greatly exceeded as we have seen our statistics increase dramatically. At the same time, our collection growth has been slowed by the lack of state funding for the purchase of books and other materials. By being a member of PINES, we aren't feeling that lack quite as significantly. With a collection of several million titles across the state, our users are borrowing more books from the 245 libraries that are PINES members. Of course, we also loan books from our collection, but this past year, we borrowed more than we lent!

While we are not yet allowed to tell the press that the Pinewoods Library was a finalist in the Best Small Library in America competition sponsored by Library Journal, we were one of three finalists. The finalist status carries with it a \$4700 award for 2 people to attend the Public Library Association's meetings in Portland, Oregon in 2010. This will cover all travel expenses and registration at PLA. The announcement will be made in February. Rhiannon is working on a press announcement.

Smart Investing at Your Library will be announced shortly. Trudi Green is going to attend the American Library Association's meeting in Denver to accept that grant for \$94,000. Special thanks to Chris Caldwell for his help in developing this grant. The Library will work with the Athens Literacy Council and One-Athens. Our plan is to offer 4 one-hour money management classes for students studying for the GED. If they complete the classes, they will be able to apply for a scholarship covering the cost of testing for their GED.

The Library, Lyndon House Arts Center and Dottie Harnish from UGA will be sponsoring a Scottish Festival on Jan. 24. The Library developed the grant for the Georgia Humanities Council and will serve as the fiscal agent. In addition, Jackie Elsner will present a Scottish folktales session and Laura Carter will present 2 programs on Scottish genealogy.

Three libraries will be working on Grassroots Arts Council grants to provide programming. In Royston and Lavonia, one grant will cover children's books and illustration over a 6-month period. Athens and Lexington will be presenting programs on graphic novels. In addition, Tammy Gerson received a grant to conduct another series of Jewish literature book discussions.

During December, in-House Counts were conducted in all libraries. We've seen amazing user increases in the last 6 months and anticipate that these will continue during 2009.

As an example:

- Year-end computer usage statistics includes:
Educational Technology Center - 59,916 sessions,
Reference - 84,283 sessions and
Young Adult - 80,000 sessions

During December, we began preparation for E-rate applications for the regional system, including contacting vendors for quotes on firewalls, completion of grids and copies of all phone bills, contacting county and GPLS with various questions and posted our final application [which saves up to 80% on general telephone bills].

Our Reference Areas has been very busy developing links to area jobs, resume preparation, and linked to a free online "Career Development" tutorial. Because so many people still lack basic computer skills, staff taught "Mouse and Keyboard Skills" on December 11. In addition, they updated elected officials information on our webpage.

Two interesting stories from the Heritage Room: Staff assisted two sisters who wanted to find out about their family history in time for the holidays, using the Social Security Index and obituaries to find more names or accurate names (legal rather than nicknames). They came from a family where the grandmother had died when her kids were young and were sent to live with other members of the family; they hoped to have an accurate family tree at some point. They were enthusiastic when we were able to find their grandmother's obituary with so many names they hadn't seen before. No way were they getting it done by the holidays, but they were thrilled with what they had been able to find.

While assisting a regular Heritage Room user who is searching her mother's side of the family, Laura found a new name in an 1870 census that might lead her to finding more information about who owned that side of her family during the slavery years—this is a very difficult period of time to research.

Our staff decided to hold a food drive for Food Bank of Northeast Ga. rather than give gifts to one another. Over 600 food items were donated.

In the children's area, we expanded our Parent/Child Workshop services to the Prevent Child Abuse Athens clients. Our goal is reaching the non-traditional library user in these monthly Parent Education classes. Jackie Elsner, our children's librarian for the past 20 years, is serving as the interim Oconee County librarian. Kim James, who has been working with outreach and homebound is serving as the children's librarian in Jackie's absence.

Pinewoods offers sixteen programs have been created and implemented including Plaza Comunitaria, Computer Literacy for Adults, English as a Second Language, Art Classes, Poetry Classes, Storytelling, Music for Children, Guitar Classes, the After School Tutorial Program, 4-H Program, Seminars on topics for Health, Work, Finances,

Parenting, and Legal Issues, Cultural/Holiday Celebrations, Local Musician Support And Promotion, Family To Family, Book Discussion Groups and Spanish classes for English speakers.

Some examples of the community support for the program includes:

- Mexican Consulate of Atlanta (provides Plaza Comunitaria materials and training)
- Catholic Oasis of Saint Rafaela
- Office of International Public Service and Outreach of the University of Georgia, Clarke County Health Department and the Athens Regional Medical Center
- Center for Latino Achievement and Success in Education (CLASE provides the after school tutorial program)
- Latin American and Caribbean Studies Institute (LACSI provides support for the Library programs and promotion among the University students)
- Athens-Clarke Literacy Council (funding and support for ESL program)
- Athens Technical College (provides the ESL instructor)
- Catholic Social Services (provides support and promotion of programming)
- Rotary Club (funding for educational equipment and volunteers)
- Clarke County Extension Services (provide the 4H program for the center)
- Clarke County School District (coordinate programming for Hispanic community)
- Goodwill Resource Center (provide support and promotion for programs)
- Banco de la Oportunidad of First American Bank and Trust (provide financial advice and assistance)
- Georgia Court Appointed Special Advocates (CASA provides seminars on parenting and children)
- Lambda Theta Phi Latino Fraternity, and Lambda Theta Alpha Latin Sonority, (supports with volunteers.)
- Community Connection (Parenting programs)

And some great examples of success:

Gabriel Galeana, a photographer, with the skills he has learned in the computer class is able to manipulate and edit more professionally the digital photographs that he takes.

Dolores Querol, also of the Pinewoods Community has learned to use the online courses and use the computer training to learn baking and small business. She has opened an at-home bakery and is marketing her culinary skills to the community.

Amparo Mondragón, before taking the computer class was unaware of the challenges and dangers of unsupervised computer use by children. Now because of the information she has learned in the class, she is more aware of the proper use and care of children and the computer.

Adriana Robinson, a graduate of the Pinewoods Library computer literacy class, came to speak to the community members about her experience in the class. From the skills that Ms. Robinson acquired in the computer class, she was hired to work for Community Connections, a company in Athens. She helps motivate the students in the English and computer classes to continue their hard work by presenting her success as an example.

Fructoso Barcena of the Pinewoods Community expressed his gratitude for the library's resources, stating that he "was so happy that when Alex [Barcena, son] went to kindergarten the first day, that [he] understood everything the teacher was saying."

The Winterville Branch Library served approximately 8,000 patrons during 2008, providing access to print materials, computers, educational manipulatives and children's programming. The most obvious areas of accomplishment this year have been improved accessibility within the library, increased services for young adults and homeschoolers, and significant waste reduction and resource conservation.

The Winterville Branch Library served approximately 8,000 patrons during 2008, providing access to print materials, computers, educational manipulatives and children's programming. The most obvious areas of accomplishment this year have been improved accessibility within the library, increased services for young adults and homeschoolers, and significant waste reduction and resource conservation.

East Athens and Lay Park have been working with younger readers to encourage reinforcement of skills. Each child is required to spend time reading before he or she is able to use computers. During 2009, we will look for ways to better use space within each community center and to partner to teach computer skills for adults.

As the chairman of the Board of Regents Public Library Advisory Committee this fiscal year, I will be working with other directors to promote public libraries, to simplify the state grant process, to examine the possibility of taxing districts, and to find outside funding opportunities such as new Gates grants. This past year, we did reinforce the Maintenance of Effort rule [libraries must have equal or greater local funding than the prior year or lose some percentage of state funding.] We have conducted focus groups throughout the state on the funding issues and have identified needs. In 2009, we will be working towards regional system incentives.

During the Legislative session, I will be working to promote library construction. With Athens as number 4 on the list and Madison County as number 16, my hope is that both might be funded this year! These projects would be funded by bond funds and/or infrastructure grants through the federal government. Once we know what the Governor recommends, it will be up to the General Assembly to approve the list. We cannot take it for granted that projects 1-7 will be funded, so we must stay in contact with our delegation!

Kathryn Ames

From: Steven Neff [stevenneff@earthlink.net]
Sent: Monday, January 12, 2009 8:53 PM
To: Christian Kruse
Cc: Joe Forsee; Kathy Ames; Greg Heid
Subject: Discussion with Bob Smith

Hi all,

As we know today was the first day of the 2009 Session. It was pretty uneventful, just the usual ceremonial stuff with legislators being sworn in and leadership elected. On Wednesday the Governor will give his State of the State and will release the budgets, so we will know about his proposed recommendations by 10 am or so. I am hopeful we will be in good shape!

Today, however, Bob Smith called me into his office to talk. He wanted to talk about things. He said he wanted us as libraries to focus on state of the art libraries. He insisted over and over that folks are attending the library but are not reading traditional

books. We need to try to provide some data on circulation probably.

He said that we need to revamp our image to excite folks and thinks it needs to be state of the art libraries. He asked us and Lamar to research all the libraries to present these new state of the art libraries to excite folks to continue to fund us. He also asked his intern to work with me on this research. He talked about Google moving all books to electronic and this new electronic book by Kindle? He pulled it up online for me. He said he had been talking to GA authors and their concerns over these new books and that it is the future.

Anyway, we need to discuss this, because we will hear it from him

again in committee I am sure! We may want to sit down with Lamar about it also as soon as we can. I just do not want this to interfere with our efforts on construction.

He was quite serious about it and us looking to the future. He says we cannot keep asking for money without updating our facilities to look to the future, etc.

Let's talk tomorrow!

Thanks,
Steve

Steven D. Neff
The Neff Group, Inc.
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Gainesville, GA 30503
Office: 678-943-2617
Cell: 770-598-4478
stevenneff@earthlink.net

Grants Athens Regional Library FY2008/FY2009

| Source of Funding | Description | Amount |
|---|---|-------------------|
| Maintenance/Repair and Renovation Grants: | State Construction Grants | |
| Royston | | 17,447.57 |
| Oglethorpe | | 6,936.81 |
| Oconee | | 6,566.90 |
| "Let's Talk About it" Jewish Lit Grant | Jewish Literature Grant | 2,000.00 |
| ACCL FOL | Wish List FY08 | 50,224.56 |
| ACCL FOL | Wish List FY09 does not include "Live@ Library" and other programming | 22,070.00 |
| ACCL SPLOST | Materials Grant FY2008 (carried over from FY07) | 20,455.00 |
| ACCL SPLOST | Materials Grant FY2009 | 130,000.00 |
| ALA ESL Pinewoods Grant | English as a Second Language Grant | 5,000.00 |
| American Library Association | Ben Franklin Exhibit | 1,000.00 |
| American Library Association | "Forever Free Abraham Lincoln" | 1,000.00 |
| Athens-Clarke County Endowment | Gifts for materials | 48,000.00 |
| Clarke-Oconee Geneological Society | Donation for new printer | 5,630.00 |
| Finra Investor Education Foundation | "Smart Investing @ your Library" | 94,510.00 |
| Gates Foundation Grant | "Best Small Library in America" nominee | 4,700.00 |
| Georgia Department of Human Resources | Pinewoods Hero Drug and Alcohol | |
| Georgia Humanities Council | "Looking at Jazz" | 1,000.00 |
| Governor's Office of Highway Safety | Driver's Education Grant | 26,800.00 |
| Holcaust Exhibit | Anne Frank - donations | 250.00 |
| IME Becas Pinewoods | Scholarship Grant | 14,000.00 |
| Libri Foundation | Materials Grant - * Value of Materials Donated | 1800.00* |
| LSTA Vacation Reading Program Grant | Summer Reading Club Materials and Performers | 4,800.00 |
| Madison-Morgan Cultural Center | "Telling My Own Story Graphic Novel Project" | 223.00 |
| National Endowment for the Humanities | Picturing America pictures for Pinewoods and ACCL | - |
| | Abuse Grant | 15,000.00 |
| Institute of Museum and Library Science | Pinewoods Operating Grant | 124,865.78 |
| | Ending period September 2007 | |
| TOTAL | | 602,479.62 |

**Athens Regional Library System
Summary Budget
Fiscal Year 2009**

| Sources | Athens-Clarke | Franklin | Madison | Oconee | Oglethorpe | Regional | Total |
|---|------------------------|----------------------|----------------------|----------------------|----------------------|------------------------|------------------------|
| Non-Budgeted Revenue Sources | | | | | | | |
| Unreserved Fund Balance | \$ 281,179.32 | \$ 24,656.28 | \$ 46,622.26 | \$ 48,717.37 | \$ 17,075.95 | | \$ 418,251.18 |
| SPLOST | \$ 130,000.00 | | | | | | \$ 130,000.00 |
| Outside Grants | \$ 3,223.00 | | | | | 94,510.00 | \$ 3,223.00 |
| Gifts and Donations | \$ 6,356.88 | \$ 10,847.62 | \$ 8,552.53 | \$ 15,005.66 | \$ 5,271.68 | | \$ 46,034.37 |
| Total Non-Budgeted Funds | \$ 420,759.20 | \$ 35,503.90 | \$ 55,174.79 | \$ 63,723.03 | \$ 22,347.63 | \$ 94,510.00 | \$ 597,508.55 |
| Revenues | | | | | | | |
| State | | | | | | \$ 1,005,926.00 | \$ 1,005,926.00 |
| Boards of Commission | \$ 1,643,352.00 | \$ 30,000.00 | \$ 173,015.00 | \$ 402,515.00 | \$ 60,751.00 | | \$ 2,309,633.00 |
| Boards of Education | \$ - | \$ 30,000.00 | \$ - | \$ 30,000.00 | \$ 15,000.00 | | \$ 75,000.00 |
| City Governments | \$ 13,000.00 | \$ 28,950.00 | \$ - | \$ 17,000.00 | \$ 1,700.00 | | \$ 60,650.00 |
| Fines, Fees, Copy and other (Library Generated) | \$ 177,731.00 | \$ 8,879.00 | \$ 11,000.00 | \$ 28,000.00 | \$ 15,103.00 | \$ 111,401.00 | \$ 352,114.00 |
| Total Revenue | \$ 1,834,083.00 | \$ 97,829.00 | \$ 184,015.00 | \$ 477,515.00 | \$ 92,554.00 | \$ 1,117,327.00 | \$ 3,803,323.00 |
| Total Sources | \$ 2,254,842.20 | \$ 133,332.90 | \$ 239,189.79 | \$ 541,238.03 | \$ 114,901.63 | \$ 1,211,837.00 | \$ 4,400,831.55 |
| Uses | | | | | | | |
| Expenditures | | | | | | | |
| Personnel | \$ 1,563,187.00 | \$ 75,054.00 | \$ 136,881.00 | \$ 408,302.00 | \$ 72,293.00 | \$ 927,186.00 | \$ 3,182,903.00 |
| Local Materials | \$ 15,000.00 | \$ - | \$ - | \$ 26,556.00 | \$ - | \$ 75,739.00 | \$ 117,295.00 |
| Operating | \$ 255,896.00 | \$ 22,775.00 | \$ 47,134.00 | \$ 42,657.00 | \$ 20,261.00 | \$ 114,402.00 | \$ 503,125.00 |
| Total | \$ 1,834,083.00 | \$ 97,829.00 | \$ 184,015.00 | \$ 477,515.00 | \$ 92,554.00 | \$ 1,117,327.00 | \$ 3,803,323.00 |
| Designations/Reserves | | | | | | | |
| Equipment Replacement | | | | | | | \$ - |
| Repairs and Maintenance | | | | | | | \$ - |
| Vacation Liability | \$ 142,136.77 | \$ 2,945.16 | \$ 1,920.75 | \$ 23,629.33 | \$ 5,308.01 | \$ 118,160.00 | \$ 294,100.02 |
| One month's Operating Expense | \$ 152,840.25 | \$ 8,029.25 | \$ 15,334.58 | \$ 39,792.92 | \$ 7,712.84 | \$ - | \$ 223,709.84 |
| Trust | | \$ 402,063.15 | \$ 10,000.00 | | | | \$ 412,063.15 |
| Contingency | | | | | | | \$ - |
| Total Designations/Reserves | | | | | | | \$ 929,873.01 |
| Total Uses | \$ 1,834,083.00 | \$ 97,829.00 | \$ 184,015.00 | \$ 477,515.00 | \$ 92,554.00 | \$ 1,117,327.00 | \$ 4,733,196.01 |



GEORGIA PUBLIC LIBRARY SERVICE

news

A newsletter for friends and employees of Georgia's public libraries

volume 6, issue 5 ■ April 2009

Library Day brings together 300 legislators and advocates

Almost 300 library advocates celebrated their love for and support of libraries at the annual Georgia Library Day, held Feb. 26 at the Floyd Building in downtown Atlanta.

The sold-out event was again co-sponsored by the Georgia Library Association (GLA), the Georgia Association for Instructional Technology (GAIT), the Georgia Library Media Association (GLMA) and Georgia Public Library Service.

Among the morning's highlights was the address delivered by **Sen. Jack Hill** (R-Reidsville), chairman of the Senate Appropriations Committee. Hill commended **Gov. Sonny Perdue's** budget recommendations for fiscal year 2010, which included almost \$19 million to assist with the design and construction of 11 important new library projects throughout the state. "I don't think you could invest in a better piece of infrastructure than libraries," Hill said.

Other speakers included **Jim Cooper**, president of GLA; **Dr. Lamar Veatch**, state librarian; **Pam Smith** of the Georgia Department of Education; **Merryl Penson**, executive director of Library Services for the University System of Georgia; **Giselle Escobar**, president of GAIT;

Staff



Sen. Jack Hill (right) delivers opening remarks at the 2009 edition of Georgia Library Day.



Sen. Jim Butterworth (R-Cornelia) welcomed several attendees to the Capitol. From left: Butterworth; Donna Howell, director of the Mountain Regional Library System; Teresa Haymore, Fannin County librarian; President Janice Cochran and John Cochran of the Libraries of Towns County.

Susan Grigsby, president of GLMA; **Christian Kruse**, chairman of the Georgia Council of Public Libraries; and **Wally Eberhard**, president of Friends of Georgia Libraries.

Following the program, attendees walked across the street to the Capitol, where they visited a number of legislators to thank them

See Library Day, page 2

Library Day

Continued from page 1

for their support and to further advocate on behalf of their local libraries. Attendees then returned to the Floyd Building for lunch.



Smith

Rep. Bob Smith (R-Watkinsville), vice chairman of the House Appropriations Committee, hosted an

afternoon gathering for library directors and board members who have capital projects recommended by the governor on this year's list.

Held at the Capitol, the meeting afforded library representatives and advocates the opportunity to express their enthusiastic support for the construction projects in their communities.

"We are grateful to have such wonderful advocates across the state," said Veatch.

"Their presence here, especially in such troubling economic times, resulted in a most successful Library Day and sent a powerful message that Georgia's citizens believe in the value of libraries." ■

Staff



Enjoying the Library Day festivities are (from left) Miriam Baker, manager of the Morgan County Library; Dr. Babs Johnston, a member of the Morgan County Library board of trustees; and Jeff Tomlinson, director of the Uncle Remus Public Library System.



Anne Isbell, director of the Americus-based Lake Blackshear Regional Library, chats with Rep. Lynmore James (D-Montezuma).

Governor, Legislature restore funds to '09 public library budget

On March 13, **Gov. Sonny Perdue** signed into law the state's Amended Fiscal Year 2009 budget. The amended budget includes the restoration of \$442,884 of public library funding from the governor's original reduction of \$3,339,892. Based on General Assembly recommendation, the final reduction will now total \$2,897,008.

Gov. Perdue has taken a number of steps to ensure the FY 2009 budget does not spend more than the state will collect. In February, he reduced the revenue estimate by a total of \$2.6 billion, more than 10 percent of the

state's original \$21.1 billion budget. Those cuts have been softened by strategic use of the state's rainy day reserve fund and the recognition of funding from the federal stimulus package.

Georgia Public Library Service is one of only two units in the University System of Georgia to have 2009 funds restored. According to Deputy State Librarian **Julie Walker**, the money will be used for sorely needed new materials and could be distributed to library systems across the state as early as this month. ■

● GPLS co-sponsors inaugural Evergreen International Conference

Just as evergreen trees brighten winter landscapes, the first international conference for Evergreen open-source library software will illuminate the practical aspects of its use and stimulate creativity to spur its future growth.

To be held May 20-22 at the Georgia Classic Center in Athens, the conference will bring together Evergreen developers, administrators, users and supporters, along with numerous advocates of open-source software and other interested parties. The theme for the conference, which is sponsored by GPLS, Equinox Software and SOLINET, is "Branch Out With Evergreen."

The goal of the conference is to offer a blend of cutting-edge and tried-and-true events. These will include an all-day developers' "hackfest"; an opening-night reception and vendor exhibit; a slate of engaging and challenging speakers; and three program tracks to meet the respective needs of technical staff, front-line users and library administrators.

Keynote speakers include **Joe Lucia** and **Jessamyn West**. Lucia is the university librarian and director of Falvey Memorial Library at Villanova University. His advocacy for open source led his library to develop Vufind, an open-source discovery layer for library catalogs. West is a Vermont-based librarian, technology advocate, blogger/writer and champion of open-source software who gained fame on YouTube with her video documenting the installation of the Ubuntu operating system on a public library computer.

● GPLS staff members will also deliver numerous presentations at the conference. Among their topics

Staff



PINES staff members will present a number of programs at the inaugural Evergreen International Conference. From left: Elizabeth McKinney; Julie Walker, deputy state librarian; Dawn Dale; Tim Daniels, assistant state librarian for Support Services and Strategic Initiatives; Katherine Gregory; Elaine Hardy; Emily Almond and Bin Lin.

are: "The Emotional Impact of Open Source" by **Elizabeth McKinney**, PINES program director; a panel presentation on migrating libraries to Evergreen that will include **Katherine Gregory**, PINES services specialist; "You're Live ... Now What? How to Build a Support Infrastructure to Maximize Your Investment in Evergreen" by **Emily Almond**, PINES software development manager; and "Easy to Learn, Easy to Use" by **Dawn Dale**, PINES HelpDesk manager.

"Two additional GPLS-led presentations will be particularly noteworthy for attendees not yet using Evergreen," McKinney explained, "because they will emphasize the consortial aspects of PINES and provide advice on how other state and regional libraries might benefit from creating their own similar consortiums using Evergreen."

These programs are "Bibliographic Database Integrity in a Consortial Environment – The PINES Experience," jointly presented by **Bin Lin**, PINES cataloging specialist, and **Elaine Hardy**, PINES bibliographic projects and metadata manager; and "PINES: Evergreen Voices of Experience," a panel discussion about the benefits and lessons learned by GPLS staff and PINES member library staff since Evergreen was introduced in 2006. **Chris Sharp**, PINES program manager, will serve as moderator.

The Evergreen open-source library software initially was developed to support Georgia's PINES network, a resource-sharing consortium with more than 275 member public libraries. In 2007, GPLS received a prestigious Technology Collaboration Award and
See Evergreen, page 7

Libraries urge children to be creative this summer

With "Be Creative @ Your Library," this year's annual Summer Reading Program, Georgia's public libraries will help children expand their imaginations and strive for originality.

According to **Elaine Black**, director of Youth Services for GPLS, the program's dual goals are to promote family literacy and to demonstrate to kids that reading is fun.

"Studies continue to show that school-age children who read throughout their vacation from school maintain or improve their writing, vocabulary and reading skills," Black said. "Reading as few as five books over the summer months can help children maintain or even build their reading levels so that when school begins, they are ready to move forward. Children who do not read during their vacation are more likely to see those skills decrease."

This will be Georgia's second year as a member of the nationwide Collaborative Summer Library Program (CSLP), Black explained. CSLP is a grassroots consortium of states working together to provide high-quality summer reading program materials for children at the lowest cost possible for their public libraries.

By combining resources and working with a commercial vendor to produce materials designed exclusively for CSLP members, public libraries in participating states can purchase posters, reading logs, bookmarks, certificates and a variety of reading incentives at significant savings.

"Our first year with the program proved to be a great thing for

children," Black said. "Those who visited relatives in other states during their summer vacations could travel the country and be part of the same program."

Based on figures included in the annual reports of Georgia's public library systems, the 2008 program set a new record for attendance, with more than 410,000 children attending programs.

Forty-seven states and the District of Columbia will participate this year, Black said, and the consortium is known for delivering an extremely unified and high-quality program. "The themes and slogans are voted on each year by the membership," she explained. "State library staff members make suggestions, and their master list is whittled down to a top five. Representatives from each member state then vote for their choice from that list."

David Catrow, a nationally syndicated editorial cartoonist based in Springfield, Ohio, created the art for this year's program. The award-winning illustrator of numerous books for children, Catrow's honors include a New York Times Best Illustrated Book of the Year award for **Kathryn Lasky's** *She's Wearing a Dead Bird on Her Head*. Among his other popular works are *Plantzilla*

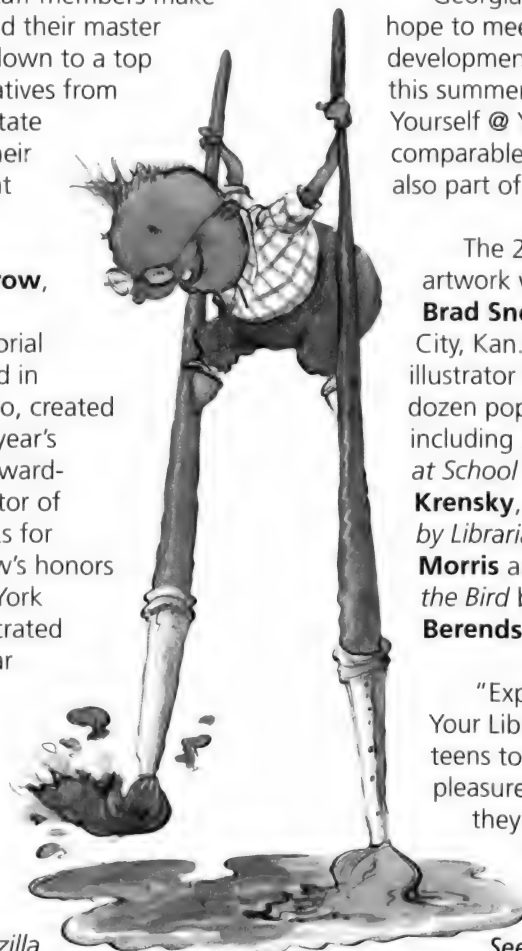
Goes to Camp by **Jerdine Nolen**, *Lu and the Swamp Ghost* by **James Carville** and **Patricia C. McKissack** and *Are You Quite Polite?* by **Alan Katz**.

Public libraries across Georgia will support the 2009 summer reading effort by offering reading logs, bookmarks and stickers — and by hosting activities such as storytimes, puppet shows and other special events such as arts-and-crafts programs and magic shows. As with Georgia's previous programs, children receive rewards for achieving reading goals. Kids can sign up and get their reading materials at public libraries across the state, beginning in May.

Georgia's libraries also hope to meet the evolving development needs of teens this summer with "Express Yourself @ Your Library," a comparable program that is also part of CSLP.

The 2009 teen artwork was created by **Brad Sneed** of Kansas City, Kan. He is the illustrator of more than a dozen popular books, including *Big Bad Wolves at School* by **Stephen Krensky**, *The Boy Raised by Librarians* by **Carla Morris** and *I Heard Said the Bird* by **Polly Berrien Berends**.

"Express Yourself @ Your Library" encourages teens to read for pleasure at times when they are not in school. Various aspects of the program also
See Reading, page 5



● Hawks, Thrashers sponsor fifth Check-It-Out challenge

In partnership with Georgia Public Library Service, the Atlanta Hawks and Thrashers will once again challenge young readers to spend part of their summer's free time reading — and earn basketball- and hockey-related rewards in the process. Designed to enhance this year's "Be Creative @ Your Library" summer reading program, the 2009 Hawks-Thrashers Check-it-Out Reading Challenge will target young readers entering classes from pre-K to grade 12 for the 2009-10 school year.

Hawks basketball mascots Harry the Hawk and SkyHawk will make appearances at Atlanta-area libraries to promote the program, as will Thrashers hockey mascot Thrash. The popular reading program has grown steadily, from an initial two counties in 2005 to 10 in 2007, then statewide last year. Since the program's inception, the teams have awarded nearly 50,000 Hawks and Thrashers tickets to the young readers who have participated.

Souvenir bookmarks promoting the program will be available at participating library branches beginning in late May. Registration will begin on June 1 and will again be conducted online. Any child enrolled in grades pre-K-12 in the state of Georgia may participate by having a parent or guardian log on to www.checkitoutreading.com, either on a home computer or a public-access computer at the library. Parents and guardians may register each child in their household for the program.

"The Atlanta Hawks and Thrashers are dedicated to improving the lives of Georgia's youth, and our education programs are one way we are able to do just that," said **Tracy White**, Hawks and Thrashers senior vice president of sales and marketing. "With last year's statewide program we were able to encourage students throughout Georgia to read. We hope that more kids than ever before will sign up for 2009, and we look forward to seeing them at Philips Arena in the fall."

As part of their partnership with GPLS, the Hawks and

Jason Dugan



Thrash takes time out to read to Little Thrash at the Atlanta-Fulton Public Library System's East Point branch.

Thrashers will each sponsor three "Georgia Public Libraries Nights" next season, with discounted admission for employees of the state's public libraries and their friends and families. "It's great to have so many options like this to encourage kids to read," said **Elaine Black**, director of Youth Services for GPLS. "We believe our connection with the Hawks and Thrashers helped open the door for more kids than ever before to visit their public libraries last summer and join our summer reading programs."

For additional information on the Check-it-Out Reading Challenge and other Hawks and Thrashers programs, visit www.hawks.com and www.atlantathrashers.com. ■

Reading

Continued from page 4

provide teens with multiple opportunities to engage in constructive activities, such as volunteering their time at the library or doing other charitable work. "It encourages teens to express themselves in creative ways and to build positive social interactions with their peers and adults," Black said.

The Summer Reading Program is made possible by a grant from the U.S. Institute of Museum and Library Services to the Georgia Public Library Service under the provisions of the Library Services and Technology Act. For more information on literacy activities, "Be Creative @ Your Library" or "Express Yourself @ Your Library," visit www.georgialibraries.org. ■

NEWS IN BRIEF

Georgia State Librarian **Dr. Lamar Veatch** has been appointed to the Online Computer Library Center (OCLC) Review Board on Principles of Shared Data Creation and Stewardship. This group of 11 is tasked with reviewing the proposed OCLC policy on use of WorldCat records, obtaining input from the profession and making recommendations to the organization's board of trustees. OCLC is a nonprofit, membership, computer library service and research organization dedicated to the public purposes of furthering access to the world's information and reducing the rate of rise of library costs.

Gov. Sonny Perdue has reappointed **Susan Whittle** to a five-year term on the Georgia State Board for the Certification of Librarians. The director of the Southwest Georgia Regional Library in Bainbridge, Whittle will serve on the board until Jan. 1, 2014.



Whittle

Leslie Partridge, a librarian with the Lee County Library, has been awarded a \$1,000 New Leaders Travel Grant from DEMCO, a national library supply company. Partridge will use the grant to attend the Public Library Association's Spring Symposium in Nashville this month. She will also attend the American Library Association's annual conference in July, where she will be recognized as



Partridge

one of five recipients nationally of the DEMCO award. The Lee County Library was also awarded a Teen Tech Week Mini Grant by the Young Adult Library Services Association of ALA in February.

The Friends of Georgia Libraries 2009 Spring Workshop and Annual Meeting will be held in Warner Robins on Friday, April 17. The event's keynote speaker will be **Patricia Sprinkle**, author of 20 mysteries, two nonmystery novels and five nonfiction books. For registration information, visit www.georgia-friends.org.

Georgia Public Library Service has announced that the PINES annual meeting will be held May 19-20 in Warner Robins and the 20th anniversary GOLD/GALILEO User's Group Conference will be held July 31 in Athens. For the latest information on both events, visit www.georgialibraries.org.

The Gwinnett County Public Library has been awarded the 2009 John Cotton Dana Public Relations

It's 1 billion and counting for GALILEO

The staff of GALILEO, Georgia's virtual library, recently celebrated the Internet-based library's 1 billionth search. "GALILEO provides authoritative, premium content and resources not available freely through Google, and obviously learners of all ages value this content," said **Merryl S. Penson**, executive director of Library Services for the Office of Information and Instructional Technology.

GALILEO is an initiative of the Board of Regents of the University System of Georgia that provides access to multiple information resources, including more than 100 databases indexing thousands of



Employee of the Year

Darro Wiley (left), director of the DeKalb County Public Library, congratulates 2008 Employee of the Year **Pao Ku** at the library's annual systemwide training session on Feb. 16. The library's board of trustees praised Ku's expert technical skills and lauded the network administrator's unwavering dedication to helping staff resolve computer glitches as playing a major role in the success of library operations. Ku received a certificate and a \$300 savings bond. He has been employed with the library since August 1997.

Award by the American Library Association. "[This award] is a tribute to the success of the Gwinnett Reading Festival and to the hard work of our new public relations director, **Michelle Long**," said the system's director, **Nancy Stanbery-Kellam**. ■

periodicals and scholarly journals. It also provides a gateway to Georgia's history and culture as found in digitized books, manuscripts, photographs, government documents, newspapers, maps, audio, video and other resources. In addition, GALILEO hosts the New Georgia Encyclopedia.

The community of more than 2,000 GALILEO institutions includes the University System of Georgia, public libraries, K-12 schools, and adult technical institutes and colleges, as well as groups of private academic colleges and universities and schools. Access to GALILEO is available from school, library and home computers. ■

Athens recognized by *Library Journal*, wins FINRA grant for financial literacy

Library Journal has recognized the Athens Regional Library System's (ARLS) Pinewoods Library and Learning Center as one of the top three small libraries in America.

In its February issue, the highest-circulated trade publication for librarians named Pinewoods a finalist for 2009 Best Small Library in America, an annual award sponsored by the Bill and Melinda Gates Foundation. Now in its fifth year, the annual award showcases libraries providing outstanding service to populations of 25,000 or less.

"Although the first-place award went to Union County Carnegie Library in South Carolina, we are glowing about this recognition," said Library Director **Kathryn Ames**. "To be a finalist in a national competition, be profiled on the pages of such a prestigious magazine and receive paid trips to the Public Library Association biannual conference are very encouraging for us.



Ames

"The Pinewoods library is a microcosm of everything offered at each of our libraries," Ames said, "so for this branch to be recognized as one of the top three small libraries nationwide speaks highly of our system as a whole."

The Pinewoods branch is located in a doublewide trailer in the Pinewoods North Mobile Home Park, just north of downtown Athens. It was initially intended to serve the 2,000 residents of the park, but under the guidance of Branch Manager **Miguel Vincente**, the library's popularity grew quickly.

Within months, it had become the primary resource and information center for the nearly 18,000 Hispanic immigrants who live in Clarke County. Pinewoods is often the first stop for many new immigrants who want to learn English and computer skills. Among its specialties are adult education programs, including English as a Second Language classes; family literacy activities; and what *Library Journal* describes as "a vibrant volunteer-driven after-school tutoring program."

Pinewoods was selected for the honor based on creativity in developing services and programs that can be replicated by other libraries, including outreach to special populations; innovation in introducing and supporting public access computing; success in educating patrons in computer use and measuring the results of technology usage; use of technology to expand the reach of library services; demonstrated community support; sustained cooperation with other libraries; partnerships with other agencies and businesses; and evidence of the library's role as community center.

Library Journal recognized the Athens library system just a few days after it received another national honor from the Financial Industry

Regulatory Authority (FINRA) Investor Education Foundation and the American Library Association (ALA), who jointly awarded ARLS a \$94,510 grant to support grassroots financial literacy in the Athens community. As a part of the organizations' "Smart Investing @ your library" initiative, ARLS will use the funds to implement a variety of programs and create resources designed to increase patrons' access to and understanding of financial information.

"Public libraries are ideally positioned to serve the financial information needs of their communities and to do so without a sales pitch or a hidden agenda," said **John Gannon**, president of the FINRA Foundation. "With the help of these programs, Americans can turn to their libraries to get the best available financial information to make smart decisions for their families' financial future."

The FINRA grant will enable ARLS to undertake a basic financial literacy initiative helping low-income workers with low educational attainment; to integrate financial literacy education into GED preparation at five community sites; and to expand partnerships with local organizations, including public schools and the Family and Consumer Economics College at the University of Georgia. ■

Evergreen

Continued from page 3
grant from the Andrew W. Mellon Foundation for Evergreen's development.

The software is now in use at libraries of every type — public, academic and special — in Georgia, Indiana, Maryland, Michigan and British Columbia. The growing, multinational Evergreen development community has

shepherded Evergreen through a series of releases that have further strengthened Evergreen's consortial qualities while adding popular and useful functionality.

Online registration for the Evergreen International Conference is now open at www.solinet.net. For more information about Evergreen, visit www.georgialibraries.org or <http://evergreen-ils.org>. ■

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Information presented in this newsletter will be provided in alternative formats on request. For more information about Georgia's libraries and literary events, or to post an event, visit our online calendar at www.georgialibraries.org

Ron Leonard



Well-grounded

The DeKalb County Public Library system broke ground Feb. 23 for an expansion of its Embry Hills branch. The facility, which will double in size and volumes, is expected to reopen in January 2010 as an 8,000-square-foot branch with a 23,500-volume collection. Leading the ground breaking ceremony are (from left) Trustee Deborah Torbush, DeKalb Commissioner Connie Stokes, Assistant Library Director Magda Sossa, DeKalb County Chief Executive Officer Burrell Ellis, Embry Hills Branch Manager Deborah Stone and Director Darro Wiley.



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Union County Carnegie (UCCL), SC, has won *Library's* 2009 Best Small Library in Award, sponsored by the Bill & Melinda Gates Foundation, for its year improvement of library services. Winner, UCCL receives a cash award from the Gates Foundation, conference costs for two representatives to attend the Public Library Association (PLA) in Portland, OR, a gala reception at PLA, and more. A complete list of UCCL's efforts is included in the February 1 issue of *Library Journal* at www.libraryjournal.com. The library board, selected by the supervisors, knew something had to be done to improve library services. Described by one observer as "a selective club warehousing an outdated collection and occasion-tioning computers." In October 2005, the board hired Nancy Rosenwald as director; she helped turn the library into an "inclusive, modern, vibrant community center." Rosenwald's mission was to make the library focus on excellence in service and make that service easily available to everyone who came to UCCL, regardless of age, gender, race, ability, or status. "Front" staff are still drilled in that their "central mission" is to provide service. They interact with patrons at the circulation desk and check-out, maintain the shelves and stacks, and provide roving refer-

in retail or other service industries.

To bolster the service transformation, fines and fees were eliminated. The most amazing feature of the alteration at UCCL is that it was carried out without any increase in the budget. UCCL subsists on property taxes of four mills per thousand, or about \$200,000. It gets another \$70,000 from the state library along with many other services. That state money is now vulnerable, and the chances of an increase in the UCCL millage are small. Yet use of the library has exploded. It is a management feat of great skill to accomplish all that UCCL has done with an unchanging budget and nine full-time staff, only one of whom has an MLS.

UCCL bought a Sagebrush automation system because the local schools use one and the library couldn't afford a new, larger product. That made use easier for local kids, and UCCL could get it for only \$1000. The library bought 18 computers for "next to nothing" from the local university after its three-year lease expired.

Revitalizing children's services was a top priority. Now an Art Cart is available every day in the children's area, with crayons, markers, colored pencils, and paper, with a sign proclaiming, "Please Draw and Color!" The children's creations are displayed by converting the walls of the library into an art gallery. There is always a wide variety of board games. Healthy snacks provided by local businesses are always available after school in the meeting room. Kids come after school,

served nearly 80,000 visitors, BCPL reports. Circulation of library materials for preschool children rose 21.5 percent since opening, and door counts increased 69.4 percent. Storyville is a joint project of the Foundation for Baltimore County Public Library and BCPL.

- **BCR and PALINET** have partnered to offer BCR's digital expertise and PALINET's proficiency in traditional preservation activities to their respective memberships. "This new cooperative partnership is a great opportunity to broaden consulting services to members and explore new initiatives that capitalize on the strengths of PALINET and BCR," said PALINET executive director Catherine Wilt.

and many stay until the library closes at 8 p.m. "At first there was some push back. Some folks said there are too many children in here," says Rosenwald. "We suggested they come in the morning."

UCCL's stats also tell a success story. The circulation of children's materials alone grew from 15,688 to 22,000 in the three-year period. More amazing, the use of computers by children grew from 725 to a whopping 10,054 in those three years. Adult book circulation rose to 56,924 in 2008, a three-year increase of more than 11,000. Adult computer use went from 7,298 to 19,876 in the same time period. Although hours of service only increased by seven, the number of visits to UCCL multiplied from 51,108 in 2006 to 126,051 in 2008.

Best Small Library Award Recognizes Two Finalists

In addition to the 2009 Best

Small Library in America Award recipient, San Francisco Public Library; and Society of California Pioneers.

- **Best-selling author James Patterson** has launched a new web site devoted to promoting a love of reading among young readers. His ReadKiddoRead.com is a user-friendly site designed to help parents, teachers, librarians, and other adults find books that kids of all ages will enjoy. Titles are hand-picked by Patterson and broken down by age and genre; each comes with mini reviews, a quick list of the book's themes, recommendations of similar works, and links to online retailers and local independent booksellers.

Small Library in America Award recipient (see previous story), this year two finalist libraries receive conference costs for two library representatives to attend the 2010 PLA meeting and award celebration and more. They are the Pinewoods Library and Learning Center, Athens Regional Library System, GA, and Weippe Public Library, ID.

Pinewoods targets some 2000 Hispanics who live in the Pinewoods North Mobile Home Park but manages to serve over 5000 of the nearly 18,000 Hispanics, many newly arrived, in the county. Fewer than two full-time employees assist this community with a collection of carefully selected Spanish-language titles, diversity training for staff, story times, ESL classes, and a vibrant volunteer-driven after-school tutoring program. All of this service

□ Branching Out □

The new Thurmont Regional Library, part of the Frederick County Public Library, MD, at 25,000 square feet is more than ten times larger than the previous facility, which was located in a former church. The building has two meeting rooms, spaces for children and teens, an outdoor reading deck, and the county's first drive-through service window. The new Thurmont Center for Agricultural History is located just off the lobby. The climate-controlled space contains historic documents, paintings, photographs, 4H and Grange records, and histories of family farms and orchards. The center also features historic windows that were removed from the previous library structure and relocated to the new building. PSA-Dewberry designed the facility.

is shoehorned into a double-wide trailer that's been divided into four rooms, including a computer lab (the library hosts 16 PACs) and a space dedicated to art and storytelling. Miguel Vincente is branch manager.

At Weippe, director Teri Summerfield serves a town of 416 and a service area of 1000 people. This tiny library in Idaho's mountains packs serious programming into a 42-hour weekly schedule, pulled off thanks to critical partnerships with the city and the local Lewis & Clark Bicentennial Committee to use a vacant church for the Weippe Discovery Center, now home to both the library and the visitors' center. The library offered a wireless provider a spot on the roof for an antenna in exchange for the waiver of the library's phone and Internet fees, saving the library money and making high-speed access available to all. Also a draw: a tech-savvy Teen Zone, 14 PACs, and programs for all ages.

Gaiman Wins Newbery Medal, Krommes Earns Caldecott

The American Library Association (ALA) announced at the recent Mid-

winter Meeting in Denver the top books, videos, and audiobooks for children and young adults. Neil Gaiman, author of *The Graveyard Book*, illustrated by Dave McKean (HarperCollins Children's Books), has won the John Newbery Medal for the most distinguished contribution to children's literature. Beth Krommes, illustrator of *The House in the Night*, written by Susan Marie Swanson (Houghton Mifflin), won the Randolph Caldecott Medal for the most distinguished American picture book for children. Melina Marchetta, author of *Jellicoe Road* (HarperTeen), won the Michael L. Printz Award for excellence in literature written for young adults.

Other award winners include *We Are the Ship: The Story of the Negro League Baseball*, written and illustrated by Kadir Nelson (Jump at the Sun/Hyperion Books for Children, an imprint of Disney Book Group), the Coretta Scott King Book Award winner for recognizing an African American author and illustrator of outstanding books for children and young adults. Shadra Strickland, illustrator of *Bird*, written by Zetta Elliott (Lee & Low Books), is the winner of the Coretta Scott King/John Steptoe New Talent Author Award.

Just in Case, illustrated by Yuyi Morales (a Neal Porter Book published by Roaring Brook Press, a division of Holtzbrinck Publishing Holdings Limited Partnership), is the winner of the 2009 Belpré Illustrator Award, recognizing the Latino cultural experience in children's books. *The Surrender Tree: Poems of Cuba's Struggle for Freedom* by Margarita Engle (Henry Holt), is the winner of the 2009 Belpré Author Award.

In nonprint awards, the Andrew Carnegie Medal for excellence in children's video went to Paul R. Gagne and Melissa Reilly of Weston Woods Studios, producers of *March On! The Day My Brother Martin Changed the*

World. The Odyssey Award for Excellence in Audiobook Production went to Recorded Books, producer of the audiobook *The Absolutely True Diary of a Part-Time Indian*, written and narrated by Sherman Alexie.

A complete list of ALA Youth Media Awards for 2009 can be found at www.ala.org/yma.

Could Lead Ban Threaten Children's Books in PLs?

American Library Association (ALA) officials have stated that they were hopeful that the Consumer Product Safety Improvement Act (CPSIA), which aims to keep lead out of toys, wouldn't threaten books in libraries. But at press time, January 27, the Consumer Product Safety Commission (CPSC) had yet to grant an exemption.

The commission's general counsel said that a decision should be made by the first week of February regarding libraries and advised libraries not to take any action just yet. While ALA officials said they remain hopeful about an exemption, they aren't taking it for granted.

ALA advised members to call CPSC acting chair Nancy Nord with the message that it is impossible for libraries to remove all children's books from the shelves and/or ban children under 12 from the library. So many calls were made, ALA executive director Keith Fiels reported at the recent ALA Midwinter Meeting in Denver, that "this commissioner has subsequently begged us to stop calling.

Fiels said, "We've been told by Congress [that the commission] has the ability to grant an exemption, either to libraries or specifically for books. If that does not occur, I believe Congress will take action. This is all in negotiation. We're working against a February 10 deadline."

and providing reviews. Talk away with much satisfaction in my efforts and achievements, as well as with wonderful friendships. I trust our paths will lead in the near future as we continue to grow and solidify the U.S. multilingual book market.

If you wish to contact me directly, please do so at aida.bardales@gmail.com. I expect to hear from Francine (LJ editor-in-chief; fialkoff@business.com) and Brian Kenney (editor-in-chief and editorial director, Publishing Group; bkenney@business.com) as plans solidify."

Philadelphia Libraries Will Lose This Fiscal Year

Philadelphia, some fierce civism, coupled with a victory in the stalled Mayor Michael Nutter's bid to close 11 of 54 branches of the Library of Philadelphia (FLP), and Nutter has pledged not to close libraries within the current fiscal year, which ends June 30, according to *Philadelphia Inquirer*.

Nutter won't close the branch if the city wins its appeal of a ruling nixing the closures because he hadn't asked the City Council for permission.

Matters remain unclear, however, how many branches will remain open whether there will be any more next year. FLP director

Reardon calls the current "shaky six"—an announced plan

Meanwhile, District Attorney Lynne Abraham has said she plans to give her state-mandated \$4,409 pay raise to the library.

NJ Advocacy Campaign: Digital Storytelling

The New Jersey State Library and the New Jersey Library Association have launched a successful marketing campaign, initiating a forum for public and school libraries to create digital stories about their services. Since October 28, more than 250 libraries have registered to be part of the program, which involves libraries encouraging users to record positive accounts about their library experiences. These comments will be made into multimedia stories that will be shared through media outlets to foster "a powerful word of mouth marketing initiative."

The first part of the campaign, "Solving Life's Problems," lasts until June 1. Libraries are encouraged to gather tales and compose a digital or video story about the best library experience. Registered libraries (www.solvinglifesproblems.org) can take advantage of storytelling aids, training workshops, and marketing kits that include, rack cards, shelf talkers, and posters in three different themes; a story book record; a campaign manual; and stickers. Environmentally friendly shopping bags are provided as incentives. The library submitting the best story will win a professional sound recording from StoryCorps.

and technologies, the Taron Company, and Info Unlimited. He formerly was a librarian with the Sterling C. Evans Library at Texas A&M University, College Station.

KATHLEEN JANSEN, who directed the Lake County Library (LCL), Lakeport, CA, for 29 years, retired December 30. Jansen started her career at LCL as reference librarian in 1977 and became director in 1979. **SUSAN CLAYTON**, who was hired

During phase two, "Libraries Change Lives," the state library will use the material as part of a statewide public awareness initiative, to show the variety of important ways libraries make a difference in their communities.

"Smart Investing @ your library" Program Renewed

Last year, the Financial Industry Regulatory Authority (FINRA) Investor Education Foundation, in partnership with the American Library Association (ALA), awarded 13 grants, totaling more than \$853,000, to public libraries and library networks.

The program, Smart Investing @ your library, has been renewed, with FINRA and ALA announcing nearly \$882,000 in grants to 12 recipients. Such efforts, said ALA president Jim Rettig, are "especially critical during this time of economic turmoil."

Grantees receive one to two years of funding, in addition to assistance with program marketing, outreach, and evaluation provided by ALA.

reference and instruction service. He began his career at the Brooklyn Public Library in 2001. He is a 2004 *Library Journal* Mover & Shaker

KIMBERLY WHITE has been named head of the Hoyt Public Library, the main branch of the Public Libraries of Saginaw (PLS), MI. She most recently was director of the T.A. Cutler Memorial Library, St. Louis, MI, but earlier served as head of PLS's Claytor Branch Library.

Among the innovations, Athens-Clarke County Library, GA, will undertake a basic financial literacy initiative helping low-income workers with low educational attainment. The Chesapeake Public Library, VA, will expand virtual library services, with help from Norfolk State University, involving the Save Steve family of personal finance characters.

The Fond du Lac Public Library, WI, will design a virtual "Money Smart Neighborhood" and "Money Smart University" as yearlong companion components of "Money Smart Week Wisconsin." The Glendale Public Library, AZ, will target military service members and their families, among others.

Gail Borden's StoryTubes Contest Nabs PLA Award

StoryTubes, an innovative library contest that promotes reading, technology, and creativity, is the winner of the Public Library Association's (PLA) Polaris Innovation in Technology John Iliff Award—and a \$1000 honorarium.

MINUTES
ATHENS REGIONAL LIBRARY BOARD
January 15, 2009 Meeting

Meeting was called to order by Chairman, Mr. Jones at 3:34. Present were Mr. Bowns (Franklin County); Mr. Gresham (Oglethorpe County); Ms. Stratton and Mr. Zimmerman, and Ms. Vernon (Oconee County); Ms. Lane, Ms. Dunn, Mr. Timmons (Athens-Clarke County); Mr. Moak, Mrs. Booth (Madison County). Mr. Nale, Mr. Prokasy, Mr. Miller and Ms. Crawford were excused. Mr. Shapiro was absent. Staff present were Mrs. Ames, Mrs. Simonds, and Mr. Katzman, who recorded the minutes.

Mr. Jones welcomed new Board member Ramona Booth then asked that she and the Board members briefly introduce themselves.

The minutes of October 16, 2008 board meeting were unanimously approved on a motion and second by Mr. Timmons and Mr. Zimmerman. There was no public comment. The agenda was unanimously adopted upon a motion and second from Ms. Dunn and Mr. Moak.

The Financial Report was presented for information purposes by Ms. Simonds. Revenue expenditures for the Regional System are at 50% of fiscal year. There has been a budget reduction of materials grant and Special Needs Center. Expenditure is at 49.34%. The supply budget is over budget and we are recycling as much as possible. Revenue for copying is over what's budgeted. We are looking into the price of copies at each branch for next meeting. We are where we should be with revenue at 48.88% exceeding expenses at 47.71%. Revenue for all fines and fees are above 50%, reflecting an increase in attendance.

Audit - Ms. Simonds addressed the 2007 audit which was completed in December. The Board will be receiving copies. She said that we now have three people in the Business Office and have achieved a proper separation of duties between managers and staff. We track all capital assets. There has been no mismanagement of funds. Now it is our burden to prove each action on a regular basis. We monitor our own internal controls and risk assessment through a Corrective Plan.

Agreed Upon Principles – Ms. Simonds said the cost of a full audit is between 30-50 thousand dollars. In the future we will have a lighter version in conjunction with other libraries by a hired CPA that will take less time, and will be based on "agreed upon principles" with fellow libraries. The cost will be approximately \$3500, though some counties may want a full audit. The cost is covered by a System Services Grant.

403B Annuities – Ms. Simonds mentioned the list of our Annuities and said that we need a vote to allow us to continue using them due to the new IRS regulations concerning information sharing agreements among annuity companies. We offer seven at the present time. It is up to employees to choose from them and they can track them online. A discussion regarding annuities and their criteria took place. Mrs. Ames said

that we were required to have a plan by October as to how many we will offer. Ms. Simonds mentioned that UGA, for instance, offered only two or three. She will do research on ratings for the ones we offer. Mrs. Lane made a motion to table this until next meeting, which was seconded by Ms. Stratton.

Regional Reports followed from each county.

Oconee: Ms. Stratton reported that usage has increased. The new roof was completed in October and Clare Aurwater has done a great job of keeping building maintenance up to date. The cost over budget was \$90,000 as water coming into the library was significant. A bench was dedicated in October in memory of Jim White who was a supporter of the Friends of the Library. His wife works there part-time. In November Janet Higdon presented a genealogy program. There were four YA programs in which thirty-nine teens participated and twenty nine programs for children. The Friends hosted Darryl Huckabee and twenty-five people attended. Jackie Elsner is the Interim Branch Manager while Clare is on extended leave. On Friday January 23 a "Lock-In" program will be presented—Searching After Sunset—from 6 PM until 10 PM, co-sponsored by Clarke-County, featuring Atlanta author Patricia Sprinkle at 7 PM.

Franklin: Mr. Bowns reported that Wayne Miller is making progress and Emma LeCroy's mother passed away. There was a meeting on Monday the 12th at Carnsville City Hall. They have done a great job with the renovation to initiate the library there but there are still many issues involved, such as putting in a book return box in City Hall. There has been a substantial increase in usage. We need more computers, he said. People are waiting for them. The city is interested. Royston received \$7,000 in SPLOST funds for lighting in library. He mentioned wi-fi for Lavonia and Mrs. Ames said it had been ordered.

Madison: Mr. Moak said that the quarterly stats were up. Computer use is up and people need to take a number and rotate use as all of them are full most of the time. There are roof problems and they are meeting with the new County Commissioner about it. There was a gift of a \$1,000 in honor of Miss Sweeney's daughter for CD's.

Clarke: Fran Lane announced the appointment of Warren Flick to the board. She mentioned the five areas the board would be focusing on. The first topic covered was Financial—How to Read a Financial Report. She mentioned the Book Sale on Feb.24, Legislators Day Feb. 26. The Governor has us 4th on the list for our renovation and expansion.

Oglethorpe: Mr. Gresham said that the board wasn't meeting until next week.

In her Director's report, Mrs. Ames said she had a meeting with the Oglethorpe Rotary Club that was well-received. She mentioned that we have 6 people in our system that are in library school and that Miguel had just gotten his MLS. Mrs. Ames reported that Representative Bob Smith spoke with attorney Sharon Gay to examine the possibility of the development of a plan for library-specific taxing assessment districts. It will change the way tax bills look. Representative Smith believes that library should become "high tech centers." We are 4th on the Governor's list for funding, she reported, and it has been recommended that the first eleven be funded. Oconee is still on the list--but not on SPLOST--so may fall down, while Royston is farther down. There will be an architect at Franklin County's next meeting. She held up the Fact Sheet and reiterated the importance of Legislative Day and the need to speak with Legislators.

Unfinished Business

Insurance Services

Ms. Stratton reported that due to the State Auditor, the Board is engaged in the bid process for library insurance. Our insurance contract ends March 1. The Finance Committee asked five insurance companies to bid. Two companies sent back bids. The sealed bids were opened just before the meeting today. The Boswell Group bid \$35,087, and Accu Rate bid \$39,531. The Finance Committee has just unsealed the bids so not yet ready to award the contract. They want to review the components and then the board will request a vote prior to the April meeting. The bidding process was the same for all of the companies and they all received the same material. Ms. Stratton moved to allow the Finance Committee to complete work on the library insurance bids, report to the Chair, and conduct a vote (either by phone, teleconference, or email). The motion was seconded by Mr. Prokasy and unanimously adopted.

New Business

1. Mrs. Ames addressed Policy Corrections on Holds from a handout sheet. The maximum holds should be 50, not 5. Mr. Timmons suggested a wording change to "regardless of" in the same section's Return Policy--Section 2496. Mrs. Ames made a motion to accept this document "as is" with these changes which was seconded by Mr. Moak and unanimously adopted.

2. Committees – Mrs. Booth was assigned to the Personnel Committee. Ms. Vernon's said that she will serve until her term expires at the end of the year.

3. Director's Evaluation – Chairman Jones said that the stamped envelope at each members chair had the Director's Evaluation in it. It is due to Mr. Shapiro by Feb.

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Athens Regional Library
January 15, 2009

15. He will meet with Mr. Shapiro after they are all turned in.

Other Business

1. Legislative Day, February 26 – Chairman Jones asked all of the members to attend. We will meet at the library to carpool.

The meeting was adjourned at 5:12 following the announcement that the next meeting is on April 16, 2009.

Kathryn S. Ames, Secretary

Agenda
Athens Regional Library Board
January 15, 2009

Call to Order

Minutes of the October 16, 2008 meeting

Public Comment

Adopt Agenda

Financial Report

Audit for 2007

Agreed Upon Principles for 2008

403B Programs Available to Staff

Regional Reports

Director's Report

Unfinished Business

Insurance Services

New Business

Holds Policy Correction

Committee Appointments

Director's Evaluation Process

Other Business

Legislative Day on Feb. 26

Meetings for 2009 at 3:30 PM

April 16

July 17

October 15

MINUTES
ATHENS REGIONAL LIBRARY BOARD
October 16, 2008 Meeting

Meeting was called to order by Chairman, Mr. Prokasy at 3:31. Present were, Ms. Crawford, and Mr. Miller(Franklin County); Mr. Gresham, Mr. Jones and Mr. Shapiro (Oglethorpe County); Ms. Stratton and Mr. Zimmerman, Ms. Luke, and Ms. Vernon (Oconee County); Ms. Lane and Mr. Timmons (Athens-Clarke County); Mr. Nale (Madison County). Mr. Moak and Ms. Dunn were excused. Mr. Bowns was absent. Staff present were Mrs. Ames, Mrs. Simonds, and Mrs. Blake, who recorded the minutes.

The minutes of July 16 , 2008 board meeting were unanimously approved on a motion and second by Mr. Jones and Mr. Zimmerman. There was no public comment. The agenda was unanimously adopted after adding an additional item under Other Business upon a motion and second from Mr. Nale and Ms. Lane.

The first quarter FY09 financial report was given for information by Ms. Simonds. All local boards have met except Oglethorpe. We are right around where we should be in the first quarter in both revenues and expenditures at 25%. A question was asked if the present budget might change and Mrs. Ames said that it could if the state asked for an additional 4% cut.

There was no staff report as many staff members were giving presentations at COMO.

Regional Reports followed from each county.

Oglethorpe: Mr. Shapiro reported that Jan Burroughs, Branch Manager, had been told by the Superintendent of Schools that the \$15,000 of their contribution was in jeopardy. If this is true, hours and staff may have to be cut. He also mentioned that long-time Branch Manager, Alice Paul had passed away several weeks ago.

Mr. Jones reported on Friends events. The Snake Man program on October 15 was well attended and their quarterly Friends meeting is this Saturday with a free concert by Calico Gig . Friends annual book sale will be November 6,7,and 8. They need donated books. Mr. Zimmerman suggested moving unsold books from other library to another library having a book sale. Also mentioned was making all library campuses tobacco free. Chairman Prokasy asked that the various local boards look into the idea and report in January.

Clarke: Ms. Lane mentioned that the board had met on Tuesday and passed to policies which had been under review for the last two meetings; Patron Conduct and Responsibilities and a revised Volunteer Form. She invited board members to the Friends Café au Libris coming up Nov. 7 with great coffee, desserts and authors to visit with.

Madison: Mr. Nale reported for Mike Moak, who is recovering from knee surgery, that the board had received a \$10,000 gift which is in a CD for expansion. They already have a \$20,000 CD. New officers were elected: Mike Moak, Chair for next year.

Mr. Nale said that a new board member needs to be presented to the county for approval as well as the proposed budget. The Friends book sale just raised nearly \$3,000.

Oconee: Ms. Stratton reported that the board has changed the constitution so that the board meetings will now be on the second Monday of the months of January, April, July and October. Alice Vernon is present today as a new board member. The Book Sale was a great success - \$10,000 profit and some collector's editions were identified and sold on eBay. Friends had a successful Family Fun Day and the annual meeting October 23 features Judith Ortiz Cofer as a guest speaker. Prior to the meeting will be a dedication to Jim White of a bench outside the library. Summer Reading Club attendance was over 7,000.

Franklin: Ms. Crawford announced that at their recent meeting the Royston City Manager and a councilman came and proposed the idea of swapping buildings with the library and City Hall. Mrs. Ames will have Nate Rall, State Consultant at GPLS come to Royston to take a look at this idea. There is \$400,000 from the estate of Roberta Brown and the board has stipulated some conditions in the way this money might be used. Also of interest, the Grand Jury recommended that there be only one central library in Franklin County. The Franklin Library Board voted that they liked the way things are now with small libraries. The school superintendent asked the library to partner with them on a grant request and the library would get \$10,000. Carnesville is exploring whether an historical building there might be used again as a satellite library.

In her Director's report, Mrs. Ames pointed to the regional statistics. There is a 12% increase overall from last year. Libraries are being well used. She said she would like to see 50% of the region's population with a library card. Our total circulation is 1.2 million. She also shared how many books we have and said we are slightly under the state standard of 2 books per capita. With the budget cuts now, this may be harder to meet. The Director's written report was presented and the budget woes discussed. Staff Development Day events were reported as well as the ESL training manual developed from a grant received from the Dollar General Store and ALA. Mrs. Ames also thanked Mrs. Blake as this is her last meeting before retiring.

Old Business

1. Finance Committee – Mrs. Stratton reported that 4 insurance agencies have indicated they want to participate in the re-bidding of our insurance coverage. An RFP will be sent out on Dec. 1 with a deadline of Jan. 9. The Finance Committee will meet between then and the Jan. 15 meeting so they will have a report for the board.

2. Nominating Committee- Mr. Gresham presented the slate for Mr. Moak. Chairman, Greg Jones; Vice-Chairman, George Nale; Treasurer, Janet Stratton; and Member-at-Large, William Prokasy. Mr. Shapiro provided a second to the motion and as there were no nominations from the floor, they were unanimously elected.

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Athens Regional Library
October 16m, 2008

New Business

1. FY09 Regional Budget – the board unanimously approved the revisions in the budget showing the state funds reduction of \$48,975 from the Materials budget and \$17,016.78 from the Special Needs Budget on a motion and second from Mr. Shapiro and Ms. Stratton.

2. The Board unanimously adopted the revised Patron Conduct and Responsibility policy upon a motion and second from Mr. Zimmerman and Mr. Timmons.

Other Business

1. The Holiday Schedule for FY09 was unanimously approved on a motion and second from Mr. Miller and Ms Crawford.

2. Clearing of Outstanding Checks – in the conversion to the new Blackbaud accounting system, we need to clear 71 checks which have been carried forward on the books, some since 1999. The money will go into the regional reserve. This was unanimously approved on a motion and second from Mr. Nale and Mr. Timmons..

The meeting was adjourned at 4.49 following the announcement that the next meeting is on January 15, 2009.

Kathryn S. Ames, Secretary

FY2009
Athens Regional Library
July 1, 2008 through December 31, 2008

| <i>Revenue:</i> | <u>Budget</u> | <u>Amount</u> | | <u>% of Budget</u> |
|--|---------------------|-------------------|-------------------|--------------------|
| <i>Regional:</i> | <u>Amount</u> | <u>Received</u> | <u>Balance</u> | <u>Received</u> |
| Outreach | 107,400.00 | 53,700.00 | 53,700.00 | 50.00% |
| Interest | 4,000.00 | 1,986.32 | 2,013.68 | 49.66% |
| Personnel | 661,255.57 | 330,627.79 | 330,627.79 | 50.00% |
| Materials* | 75,739.78 | 37,869.89 | 37,869.89 | 50.00% |
| System Services Grant | 141,019.48 | 70,509.74 | 70,509.74 | 50.00% |
| Special Needs Learning Center** | 127,912.22 | 63,956.11 | 63,956.11 | 50.00% |
| Totals | <u>1,117,327.05</u> | <u>558,649.85</u> | <u>558,677.21</u> | <u>50.00%</u> |
| *Includes a \$48,975.00 Budget Reduction | | | | |
| ** Includes \$17,000.00 Budget Reduction | | | | |
| <i>Athens-Clarke County:</i> | | | | |
| Board of Commissioners | 1,643,352.00 | 821,676.00 | 821,676.00 | 50.00% |
| City of Winterville | 13,000.00 | - | 13,000.00 | 0.00% |
| Fines and Fees | 88,075.00 | 58,433.17 | 29,641.83 | 66.34% |
| Outside Revenues | 83,656.00 | | 83,656.00 | 0.00% |
| Interest | 6,000.00 | 1,921.62 | 4,078.38 | 32.03% |
| Totals | <u>1,834,083.00</u> | <u>882,030.79</u> | <u>952,052.21</u> | <u>48.09%</u> |
| <i>Franklin County:</i> | | | | |
| Board of Commissioners | 30,000.00 | 15,000.00 | 15,000.00 | 50.00% |
| Board of Education | 30,000.00 | 30,000.00 | - | 100.00% |
| Cities of Lavonia, Royston, Canon | - | | - | |
| Carnesville & Franklin Springs | 28,950.00 | 8,250.00 | 20,700.00 | 28.50% |
| Transfer from Reserve | 2,879.00 | | 2,879.00 | |
| Fines and Fees | 6,000.00 | 4,902.97 | 1,097.03 | 81.72% |
| Totals | <u>97,829.00</u> | <u>58,152.97</u> | <u>39,676.03</u> | <u>59.44%</u> |
| <i>Madison County:</i> | | | | |
| Board of Commissioners | 173,015.00 | 86,507.50 | 86,507.50 | 50.00% |
| Fines, Fees and Copy Machines | 11,000.00 | 6,466.34 | 4,533.66 | 58.78% |
| Totals | <u>184,015.00</u> | <u>92,973.84</u> | <u>91,041.16</u> | <u>50.53%</u> |

Athens Regional Library
July 1, 2008 through December 31, 2008

| Revenue: | <u>Budget Amount</u> | <u>Amount Received</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|----------------------------------|---------------------------------|-----------------------------------|-------------------------|--|
| <i><u>Oconee County:</u></i> | | | | |
| Board of Commissioners | 402,515.00 | 201,257.50 | 201,257.50 | 50.00% |
| Board of Education | 30,000.00 | 15,000.00 | 15,000.00 | 50.00% |
| City of Watkinsville | 11,000.00 | - | 11,000.00 | 0.00% |
| City of Bogart | 6,000.00 | - | 6,000.00 | 0.00% |
| Fines and Fees | 28,000.00 | 14,380.43 | 13,619.57 | 51.36% |
| Totals | <u>477,515.00</u> | <u>230,637.93</u> | <u>246,877.07</u> | <u>48.30%</u> |
| <i><u>Oglethorpe County:</u></i> | | | | |
| Board of Commissioners | 60,751.00 | 26,750.04 | 34,000.96 | 44.03% |
| Board of Education | 15,000.00 | - | 15,000.00 | 0.00% |
| City of Maxeys | 200.00 | - | 200.00 | 0.00% |
| City of Crawford | 500.00 | - | 500.00 | 0.00% |
| City of Arnoldsville | 500.00 | - | 500.00 | 0.00% |
| Ctiy of Lexington | 500.00 | - | 500.00 | 0.00% |
| Fines, Fees and Copy Money | 8,500.00 | 6,586.25 | 1,913.75 | 77.49% |
| Meeting Room | 300.00 | 100.00 | 200.00 | 33.33% |
| Transfer from Reserve | 6,303.00 | 3,152.00 | 3,151.00 | 50.01% |
| Totals | <u>92,554.00</u> | <u>36,588.29</u> | <u>55,965.71</u> | <u>39.53%</u> |
| GRAND TOTALS | <u>3,803,323.05</u> | <u>1,859,033.67</u> | <u>1,944,289.38</u> | <u>48.88%</u> |

Athens Regional Library
FY2009
July 1, 2008 through December 31, 2008

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|-------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| <u>Regional:</u> | | | | |
| Wages/Benefits Courier | 7,878.81 | 4,124.27 | 3,754.54 | 52.35% |
| Vehicle Operating & Repairs | 9,810.00 | 3,493.76 | 6,316.24 | 35.61% |
| Summer Reading Club | 4,000.00 | 1,233.62 | 2,766.38 | 30.84% |
| Staff Development Day | 1,500.00 | 1,341.81 | 158.19 | 89.45% |
| Debt Collection Service | 15,000.00 | 6,057.25 | 8,942.75 | 40.38% |
| Workers Compensation | 12,000.00 | - | 12,000.00 | 0.00% |
| Professional Fees* | - | 406.00 | (406.00) | |
| Postage | 7,000.00 | 2,985.00 | 4,015.00 | 42.64% |
| Travel | 8,807.19 | 2,607.80 | 6,199.39 | 29.61% |
| Printing and Publicity | 2,000.00 | 413.82 | 1,586.18 | 20.69% |
| Dues/Registration | 2,000.00 | 3,151.00 | (1,151.00) | 157.55% |
| Computer Maintenance | 2,420.00 | 396.00 | 2,024.00 | 16.36% |
| Insurance | 17,142.00 | - | 17,142.00 | 0.00% |
| Supplies | 21,842.00 | 28,728.82 | (6,886.82) | 131.53% |
| Personnel | 661,255.57 | 330,627.79 | 330,627.78 | 50.00% |
| Materials | 75,739.78 | 40,457.86 | 35,281.92 | 53.42% |
| System Services Grant | 141,019.48 | 70,509.74 | 70,509.74 | 50.00% |
| Special Needs Learning Center | 127,912.22 | 54,794.11 | 73,118.11 | 42.84% |
| Totals | <u>1,117,327.05</u> | <u>551,328.65</u> | <u>565,998.40</u> | <u>49.34%</u> |

*Drug Free Workplace Fees to be offset by Insurance Discount

| | | | | |
|------------------------------|---------------------|-------------------|-------------------|---------------|
| <u>Athens-Clarke County:</u> | | | | |
| Outreach | 44,000.00 | 22,000.00 | 22,000.00 | 50.00% |
| Personnel | 1,563,187.00 | 703,675.24 | 859,511.76 | 45.02% |
| Operating Expenses | <u>226,896.00</u> | <u>122,885.82</u> | <u>104,010.18</u> | <u>54.16%</u> |
| Totals | <u>1,834,083.00</u> | <u>848,561.06</u> | <u>985,521.94</u> | <u>46.27%</u> |

FY2009
Athens Regional Library
July 1, 2008 through December 31, 2008

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|---------------------------|--------------------------|----------------------------|---------------------|---------------------------------|
| <i>Franklin County:</i> | | | | |
| Outreach | 15,000.00 | 7,500.00 | 7,500.00 | 50.00% |
| Personnel | 75,054.00 | 37,549.73 | 37,504.27 | 50.03% |
| Operating Expenses | <u>7,775.00</u> | <u>2,271.74</u> | <u>5,503.26</u> | <u>29.22%</u> |
| Totals | <u>97,829.00</u> | <u>47,321.47</u> | <u>50,507.53</u> | <u>48.37%</u> |
| <i>Madison County:</i> | | | | |
| Outreach | 14,900.00 | 7,450.00 | 7,450.00 | 50.00% |
| Personnel | 136,881.00 | 68,396.60 | 68,484.40 | 49.97% |
| Operating Expenses | <u>32,234.00</u> | <u>17,124.62</u> | <u>15,109.38</u> | <u>53.13%</u> |
| Totals | <u>184,015.00</u> | <u>92,971.22</u> | <u>91,043.78</u> | <u>50.52%</u> |
| <i>Oconee County:</i> | | | | |
| Outreach | 23,000.00 | 11,500.00 | 11,500.00 | 50.00% |
| Personnel | 408,302.00 | 201,942.58 | 206,359.42 | 49.46% |
| Operating Expenses | <u>46,213.00</u> | <u>19,598.19</u> | <u>26,614.81</u> | <u>42.41%</u> |
| Totals | <u>477,515.00</u> | <u>233,040.77</u> | <u>244,474.23</u> | <u>48.80%</u> |
| <i>Oglethorpe County:</i> | | | | |
| Outreach | 10,500.00 | 5,250.00 | 5,250.00 | 50.00% |
| Personnel | 72,293.00 | 32,293.06 | 39,999.94 | 44.67% |
| Operating Expenses | <u>9,761.00</u> | <u>3,690.26</u> | <u>6,070.74</u> | <u>37.81%</u> |
| Totals | <u>92,554.00</u> | <u>41,233.32</u> | <u>51,320.68</u> | <u>44.55%</u> |
| GRAND TOTALS | <u>3,803,323.05</u> | <u>1,814,456.49</u> | <u>1,988,866.56</u> | <u>47.71%</u> |

Athens Regional Library System
Annuities Available

List compiled as of November 19, 1997
Updated on 2/28/2004

Waddell & Reed

6300 Lamar
PO Box 29217
Shawnee Mission, KS 66201-99217

ING – formerly Northern Life

PO Box 34148
Seattle, WA 98124-1148
1-800-426-7050

AIG RETIRENT – formerly VALIC

100 Ashford Center Ste.100
Atlanta, GA 30338
1-800-892-5558

The Royce Funds

PO Box 419733
Kansas City, MO 64141-6733

TIAA- CREF

730 Ave 21 NE
New York NY 10017-3206
800-842-2776

T. Rowe Price

10090 Red Run Blvd.
Owings Mills, MD 21117-4827
1-800-401-3279

American Funds Service Company

PO Box 2280
Norfolk, VA 23501-2280
Todd Emily

**Athens Regional Library System
Summary Budget
Fiscal Year 2009**

| Sources | Athens-Clarke | Franklin | Madison | Oconee | Oglethorpe | Regional | Total |
|---|------------------------|----------------------|----------------------|----------------------|----------------------|------------------------|------------------------|
| Non-Budgeted Revenue Sources | | | | | | | |
| Fund Balance | \$ 281,179.32 | \$ 24,656.28 | \$ 46,622.26 | \$ 48,717.37 | \$ 17,075.95 | | \$ 418,251.18 |
| SPLOST | \$ 130,000.00 | | | | | | \$ 130,000.00 |
| Outside Grants | \$ 3,223.00 | | | | | 94,510.00 | \$ 3,223.00 |
| Gifts and Donations | \$ 6,356.88 | \$ 10,847.62 | \$ 8,552.53 | \$ 15,005.66 | \$ 5,271.68 | | \$ 46,034.37 |
| Total Non-Budgeted Funds | \$ 420,759.20 | \$ 35,503.90 | \$ 55,174.79 | \$ 63,723.03 | \$ 22,347.63 | \$ 94,510.00 | \$ 597,508.55 |
| Revenues | | | | | | | |
| State | | | | | | \$ 1,005,926.00 | \$ 1,005,926.00 |
| Boards of Commission | \$ 1,643,352.00 | \$ 30,000.00 | \$ 173,015.00 | \$ 402,515.00 | \$ 60,751.00 | | \$ 2,309,633.00 |
| Boards of Education | \$ - | \$ 30,000.00 | \$ - | \$ 30,000.00 | \$ 15,000.00 | | \$ 75,000.00 |
| City Governments | \$ 13,000.00 | \$ 28,950.00 | \$ - | \$ 17,000.00 | \$ 1,700.00 | | \$ 60,650.00 |
| Fines, Fees, Copy and other (Library Generated) | \$ 177,731.00 | \$ 8,879.00 | \$ 11,000.00 | \$ 28,000.00 | \$ 15,103.00 | \$ 111,401.00 | \$ 352,114.00 |
| Total Revenue | \$ 1,834,083.00 | \$ 97,829.00 | \$ 184,015.00 | \$ 477,515.00 | \$ 92,554.00 | \$ 1,117,327.00 | \$ 3,803,323.00 |
| Total Sources | \$ 2,254,842.20 | \$ 133,332.90 | \$ 239,189.79 | \$ 541,238.03 | \$ 114,901.63 | \$ 1,211,837.00 | \$ 4,400,831.55 |
| Uses | | | | | | | |
| Expenditures | | | | | | | |
| Personnel | \$ 1,563,187.00 | \$ 75,054.00 | \$ 136,881.00 | \$ 408,302.00 | \$ 72,293.00 | \$ 927,186.00 | \$ 3,182,903.00 |
| Local Materials | \$ 15,000.00 | \$ - | \$ - | \$ 26,556.00 | \$ - | \$ 75,739.00 | \$ 117,295.00 |
| Operating | \$ 255,896.00 | \$ 22,775.00 | \$ 47,134.00 | \$ 42,657.00 | \$ 20,261.00 | \$ 114,402.00 | \$ 503,125.00 |
| Total | \$ 1,834,083.00 | \$ 97,829.00 | \$ 184,015.00 | \$ 477,515.00 | \$ 92,554.00 | \$ 1,117,327.00 | \$ 3,803,323.00 |
| Designations/Reserves | | | | | | | |
| Equipment Replacement | | | | | | | \$ - |
| Repairs and Maintenance | | | | | | | \$ - |
| Vacation Liability | \$ 142,136.77 | \$ 2,945.16 | \$ 1,920.75 | \$ 23,629.33 | \$ 5,308.01 | \$ 118,160.00 | \$ 294,100.02 |
| One month's Operating Expense | \$ 152,840.25 | \$ 8,029.25 | \$ 15,334.58 | \$ 39,792.92 | \$ 7,712.84 | \$ - | \$ 223,709.84 |
| Trust | | \$ 402,063.15 | \$ 10,000.00 | | | | \$ 412,063.15 |
| Contingency | | | | | | | \$ - |
| Total Designations/Reserves | | | | | | | \$ 929,873.01 |
| Total Uses | \$ 1,834,083.00 | \$ 97,829.00 | \$ 184,015.00 | \$ 477,515.00 | \$ 92,554.00 | \$ 1,117,327.00 | \$ 4,733,196.01 |

Director's Report
January 15, 2009

The Wall Street Journal [article by Jim Carlton on p. 1, Jan. 15, 2009] has it absolutely correct--our libraries are definitely showing huge increases in use as a result of the recession. In addition to people coming to their neighborhood facilities to use the computers to apply for jobs and search out career opportunities, we know from conversations that people have decided to cancel their home internet connectivity, let magazine subscriptions lapse, and read the local newspaper online. In addition, we have received more reference questions from the community and have more people attending programs.

As 2008 ended, we realized that many of the measures of success in meeting the needs of our communities across the region have been greatly exceeded as we have seen our statistics increase dramatically. At the same time, our collection growth has been slowed by the lack of state funding for the purchase of books and other materials. By being a member of PINES, we aren't feeling that lack quite as significantly. With a collection of several million titles across the state, our users are borrowing more books from the 245 libraries that are PINES members. Of course, we also loan books from our collection, but this past year, we borrowed considerably more than we lent!

While we are not yet allowed to tell the press that the Pinewoods Library was a finalist in the Best Small Library in America competition sponsored by *Library Journal*, we are one of three finalists! The finalist status carries with it a \$4700 award for 2 people to attend the Public Library Association's meetings in Portland, Oregon in 2010. This will cover all travel expenses and registration at PLA. The announcement will be made in February. Rhianon is working on a press announcement.

"Smart Investing at Your Library", a grant to teach money management, will be announced shortly. Trudi Green is going to attend the American Library Association's meeting in Denver to accept that grant for \$94,000. Special thanks to Athens Board member Chris Caldwell for his help in developing this grant. The Library will work with the Athens Literacy Council and One Athens to offer 4 one-hour money management classes for students studying for the GED. If they complete the classes, they will be able to apply for a scholarship covering the cost of testing for their GED.

The Library, Lyndon House Arts Center and the Thistle and Kudzu Society will be sponsoring a Scottish Festival on Jan. 24. The Library developed the grant for the Georgia Humanities Council and will serve as the fiscal agent. In addition, Jackie Elsner, who is currently serving as the interim Oconee Branch manager, will present a Scottish folktales session and Laura Carter, Heritage Room Librarian, will present 2 programs on Scottish genealogy. All events during the day are free and open to the public.

Several libraries will be working with Grassroots Arts Council grants to provide programming. In Royston and Lavonia, one grant will cover children's books and illustration activities over a 6-month period. Athens and Lexington will be presenting

programs on graphic novels. In addition, Tammy Gerson received a grant from the American Library Association to conduct another series of Jewish literature book discussions. And Jeff Tate reports that this year's Public Affairs discussion group was the best ever!

During December, in-House Counts were conducted in all libraries. We've seen amazing user increases in the last 6 months and anticipate that these will continue during 2009.

During December, we began preparation for E-rate applications for the regional system, including contacting vendors for quotes on firewalls, completion of grids and copies of all phone bills, contacting county and GPLS with various questions and posted our final application [which saves up to 80% on general telephone bills]. These grants must be completed individually for each county, and the end result is a discounted bill and in some cases, a rebate check once a year for telephone service.

Our Reference Areas has been very busy developing links to area jobs, resume preparation, and linked to a free online "Career Development" tutorial. Because so many people still lack basic computer skills, staff taught "Mouse and Keyboard Skills" on December 11. In addition, they updated elected officials information on our webpage.

Two interesting stories from the Heritage Room: Staff assisted two sisters who wanted to find out about their family history in time for the holidays, using the Social Security Index and obituaries to find more names or accurate names (legal rather than nicknames). They came from a family where the grandmother had died when her kids were young and were sent to live with other members of the family; they hoped to have an accurate family tree at some point. They were enthusiastic when we were able to find their grandmother's obituary with so many names they hadn't seen before. No way were they getting it done by the holidays, but they were thrilled with what they had been able to find.

While assisting a regular Heritage Room user who is searching her mother's side of the family, Laura found a new name in an 1870 census that might lead her to finding more information about who owned that side of her family during the slavery years—this is a very difficult period of time to research.

Planning is already well underway for the Summer Reading Program and representatives of our staff will be attending the annual Childrens and Youth Services Program Planning event to share ideas for summer activities. We have booked several "acts" for our libraries for the months of May and June.

You will see some new faces across the region. In the Athens children's area, Kim James, who has been working with outreach and homebound, is serving as the children's librarian in Jackie's absence. Jackie Elsner, children's librarian for the past 20 years, is serving as the interim Oconee County librarian while Clare Auwarter is out on sick leave. Mark Katzman joined the staff as Administrative Assistant when Pam Blake retired. Connie Barnett is now serving homebound and low income daycare centers, Ashley Parrish is the East Athens branch manager, Angela Moore replaced Christine Dietz in Bogart.

The Pinewoods Library continues to garner visitors and accolades from librarians across the country. We offer sixteen programs including Plaza Comunitaria, Computer Literacy for Adults, English as a Second Language, Art Classes, Poetry Classes, Storytelling, Music for Children, Guitar Classes, the After School Tutorial Program, 4-H Program, Seminars on topics for Health, Work, Finances, Parenting, and Legal Issues, Cultural/Holiday Celebrations, Local Musician Support And Promotion, Family To Family, Book Discussion Groups and Spanish classes for English speakers.

Some examples of the community support for the program includes:

- Mexican Consulate of Atlanta (provides Plaza Comunitaria materials and training)
- Catholic Oasis of Saint Rafaela
- Office of International Public Service and Outreach of the University of Georgia, Clarke County Health Department and the Athens Regional Medical Center
- Center for Latino Achievement and Success in Education (CLASE provides the after school tutorial program)
- Latin American and Caribbean Studies Institute (LACSI provides support for the Library programs and promotion among the University students)
- Athens-Clarke Literacy Council (funding and support for ESL program)
- Athens Technical College (provides the ESL instructor)
- Catholic Social Services (provides support and promotion of programming)
- Rotary Club (funding for educational equipment and volunteers)
- Clarke County Extension Services (provide the 4H program for the center)
- Clarke County School District (coordinate programming for Hispanic community)
- Goodwill Resource Center (provide support and promotion for programs)
- Banco de la Oportunidad of First American Bank and Trust (provide financial advice and assistance)
- Georgia Court Appointed Special Advocates (CASA provides seminars on parenting and children)
- Lambda Theta Phi Latino Fraternity, and Lambda Theta Alpha Latin Sonority, (supports with volunteers.)
- Community Connection (Parenting programs)

And some great examples of success:

Gabriel Galeana, a photographer, with the skills he has learned in the computer class is able to manipulate and edit more professionally the digital photographs that he takes.

Dolores Querol, also of the Pinewoods Community has learned to use the online courses and use the computer training to learn baking and small business. She has opened an at-home bakery and is marketing her culinary skills to the community.

Amparo Mondragón, before taking the computer class was unaware of the challenges and dangers of unsupervised computer use by children. Now because of the information she has learned in the class, she is more aware of the proper use and care of children and the computer.

Adriana Robinson, a graduate of the Pinewoods Library computer literacy class, came to speak to the community members about her experience in the class. From the skills that Ms. Robinson acquired in the computer class, she was hired to work for

Community Connections, a company in Athens. She helps motivate the students in the English and computer classes to continue their hard work by presenting her success as an example.

Fructoso Barcena of the Pinewoods Community expressed his gratitude for the library's resources, stating that he "was so happy that when Alex [Barcena, son] went to kindergarten the first day, that [he] understood everything the teacher was saying."

The Winterville Branch Library served approximately 8,000 patrons during 2008, providing access to print materials, computers, educational manipulatives and children's programming. The most obvious areas of accomplishment this year have been improved accessibility within the library, increased services for young adults and homeschoolers, and significant waste reduction and resource conservation. East Athens and Lay Park have been working with younger readers to encourage reinforcement of skills. Each child is required to spend time reading before he or she is able to use computers. During 2009, we will look for ways to better use space within each community center and to partner to teach computer skills for adults.

As the chairman of the Board of Regents Public Library Advisory Committee this fiscal year, I will be working with other directors to promote public libraries, to simplify the state grant process, to examine the possibility of taxing districts, and to find outside funding opportunities such as new Gates grants. This past year, we did reinforce the Maintenance of Effort rule [libraries must have equal or greater local funding than the prior year or lose some percentage of state funding.] We have conducted focus groups throughout the state on the funding issues and have identified needs. In 2009, we will be working towards regional system incentives.

During the Legislative session, I will be working to promote library construction. With Athens as number 4 on the list and Madison County as number 16, my hope is that both might be funded this year! These projects would be funded by state bond funds and/or infrastructure grants through the federal government. Once we know what the Governor recommends, it will be up to the General Assembly to approve the list. We cannot take it for granted that projects 1-7 will be funded, so we must stay in contact with our delegation!

Please think about attending Legislative Day on Feb. 26. The regional system will be taking several cars over to the Capital for the event and we'd love to have you join us there. I will need to know no later than Feb. 12 if you can attend. The main issue will be talking about library construction and the need for books. Each library has seen significant increases in their use of materials and computers—we'll work on a flyer for your use for advocacy.

Happy 2009!

Grants Athens Regional Library FY2008/FY2009

| Source of Funding | Description | Amount |
|---|---|-------------------|
| Maintenance/Repair and Renovation Grants: | State Construction Grants | |
| Royston | | 17,447.57 |
| Oglethorpe | | 6,936.81 |
| Oconee | | 6,566.90 |
| "Let's Talk About it" Jewish Lit Grant | Jewish Literature Grant | 2,000.00 |
| ACCL FOL | Wish List FY08 | 50,224.56 |
| ACCL FOL | Wish List FY09 does not include "Live@ Library" and other programming | 22,070.00 |
| ACCL SPLOST | Materials Grant FY2008 (carried over from FY07) | 20,455.00 |
| ACCL SPLOST | Materials Grant FY2009 | 130,000.00 |
| ALA ESL Pinewoods Grant | English as a Second Language Grant | 5,000.00 |
| American Library Association | Ben Franklin Exhibit | 1,000.00 |
| American Library Association | "Forever Free Abraham Lincoln" | 1,000.00 |
| Athens-Clarke County Endowment | Gifts for materials | 48,000.00 |
| Clarke-Oconee Geneological Society | Donation for new printer | 5,630.00 |
| Finra Investor Education Foundation | "Smart Investing @ your Library" | 94,510.00 |
| Gates Foundation Grant | "Best Small Library in America" nominee | 4,700.00 |
| Georgia Department of Human Resources | Pinewoods Hero Drug and Alcohol | |
| Georgia Humanities Council | "Looking at Jazz" | 1,000.00 |
| Governor's Office of Highway Safety | Driver's Education Grant | 26,800.00 |
| Holcaust Exhibit | Anne Frank - donations | 250.00 |
| IME Becas Pinewoods | Scholarship Grant | 14,000.00 |
| Libri Foundation | Materials Grant - * Value of Materials Donated | 1800.00* |
| LSTA Vacation Reading Program Grant | Summer Reading Club Materials and Performers | 4,800.00 |
| Madison-Morgan Cultural Center | "Telling My Own Story Graphic Novel Project" | 223.00 |
| Madison-Morgan Cultural Center | Scottish Festival Grant | 2,000.00 |
| National Endowment for the Humanities | Picturing America pictures for Pinewoods and ACCL | - |
| | Abuse Grant | 15,000.00 |
| Institute of Museum and Library Science | Pinewoods Operating Grant | 124,865.78 |
| | Ending period September 2007 | |
| TOTAL | | 604,479.62 |

Amended FY09 Budget (changes for public libraries)

Public Libraries

1. Reduce the State Health Benefit Plan employer contribution rate from 18.534% to 8.579%, effective February 1, 2009 through June 30, 2009. \$ (687,738)
2. Eliminate 1 filled position (\$53,200), reduce program operations (\$502,627), reduce public library state grants (41,884,065), and reduce funding for maintenance and operations (\$900,000). (\$3,339,892)
3. Reduce employer match for Health Insurance from 75% to 70% \$ (3,104)

Total\$ (4,030,734)

% Change -9.7%

FY10 Budget (changes for public libraries)

Public Libraries

1. Annualize the FY 2009 salary adjustment. \$ 259,116
2. Budget reduction of 8%: Eliminate 1 filled pos. (\$106,400) and reduce prog. expenses (\$560,842), decrease public library state grants (!,793,380), and reduce M&O funding (\$900,000). \$ (3,360,622)
3. Reduce employer match for health insurance from 75% to 70% \$ (7,291)
4. Increase the employer share of the TRS from 9.28% to 9.74% \$ 21,683
5. Add funds to the New Directions formula based on an increase in state population. \$ 245,573

Total\$ (2,841,541)

% Change -6.8%

Capital Outlay, Public Libraries, FY10 (Note: first number is request, second number is Governor's recommendation, third number is difference)

Georgia Public Libraries

Rockmart Library (Polk County) \$ 1 ,899,500 \$ 1,895,000 \$ (4,500)
DeKalb County Public Library Central Library Annex \$ 2 ,000,000 \$ 2,000,000 \$ -
R.T. Jones Memorial Library (Cherokee County) \$ 1 ,052,207 \$ 1,050,000 \$ (2,207)
Athens-Clarke County Library \$ 2 ,000,000 \$ 2,000,000 \$ -
St. Mary's Public Library (Camden County) \$ 8 63,367 \$ 860,000 \$ (3,367)
Morgan County Library \$ 2 ,000,000 \$ 2,000,000 \$ -
Jeff Davis Public Library (Jeff Davis County) \$ 1 ,147,850 \$ 1,145,000 \$ (2,850)
Thomasville Central Library Addition (Thomas County) \$ 2,000,000 \$ 2 ,000,000
Forest Park Branch Library (Clayton County) \$ 2,000,000 \$ 2 ,000,000
Northeast Regional Library (Cherokee County) \$ 2,000,000 \$ 2 ,000,000
O'Kelly Memorial Library (Walton County) \$ 2,000,000 \$ 2 ,000,000
Total Bond Projects \$ 341,962,924 \$ 3 25,210,000 \$ (16,752,924)

Georgia Public Libraries
FY 2010 CAPITAL OUTLAY
Projects Listing

| FY 09 Rank | FY 10 Rank | Library System | Project Name | C=Central B=Branch | N=New A=Add. | City | County | State Share | Local Share | Total Project Cost |
|---|------------|--|---|-----------------------|-----------------|--------------------------|------------|--------------|---------------|--------------------|
| Public Library Projects - Submitted prior to the FY08 and vetted through GPLS leadership for inclusion in FY10 budget process | | | | | | | | | | |
| 5 | 1 | Sara Hightower Regional Library System | Rockmart Library | B | A | Rockmart | Polk | \$1,899,500 | \$774,750 | \$2,674,250 |
| 8 | 2 | DeKalb County Public Library System | DeKalb County Public Library Central Library Anne | C | N | Unincorporated Area | DeKalb | \$2,000,000 | \$4,002,857 | \$6,002,857 |
| 9 | 3 | Sequoyah Regional Library System | R. T. Jones Memorial Library | C | A | Canton | Cherokee | \$1,052,207 | \$352,007 | \$1,404,214 |
| 10 | 4 | Athens Regional Library System | Athens-Clarke County Library | C | A | Athens | Clarke | \$2,000,000 | \$8,215,240 | \$10,215,240 |
| 23 | 5 | Three Rivers Regional Library | St. Mary's Public Library | B | A | St. Mary's | Camden | \$863,367 | \$256,683 | \$1,120,050 |
| 11 | 6 | Uncle Remus Regional Library System | Morgan County Library | C | A | Madison | Morgan | \$2,000,000 | \$825,147 | \$2,825,147 |
| 24 | 7 | Satilla Regional Library System | Jeff Davis Public Library | B | N | Hazlehurst | Jeff Davis | \$1,147,850 | \$2,000,000 | \$3,147,850 |
| Public Library Projects - Submitted prior to the FY10 GPLS Capital Outlay Grant request period | | | | | | | | | | |
| 12 | 8 | Thomas County Public | Thomasville Central Addition | C | A | Thomasville | Thomas | \$2,000,000 | \$1,300,000 | \$3,300,000 |
| 13 | 9 | Clayton County Library System | Forest Park Branch Library | B | A | Forest Park | Clayton | \$2,000,000 | \$2,571,429 | \$4,571,429 |
| 15 | 10 | Sequoyah Regional Library System | Northeast Regional Library | B | N | Unincorporated Area | Cherokee | \$2,000,000 | \$3,616,857 | \$5,616,857 |
| 17 | 11 | Uncle Remus Regional Library System | Walnut Grove Library | B | N | Walnut Grove | Walton | \$1,250,500 | \$450,500 | \$1,701,000 |
| 18 | 12 | Uncle Remus Regional Library System | O'Kelly Memorial Library | B | N | Loganville | Walton | \$2,000,000 | \$2,401,943 | \$4,401,943 |
| 19 | 13 | Piedmont Regional Library System | Commerce Public Library | B | A | Commerce | Jackson | \$1,516,071 | \$583,036 | \$2,099,107 |
| 20 | 14 | Lee County Library System | Oakland Library | B | N | Leesburg | Lee | \$2,000,000 | \$1,964,286 | \$3,964,286 |
| 21 | 15 | Chestatee Regional Library System | Lumpkin County Library | B | N | Dahlonaga | Lumpkin | \$2,000,000 | \$4,000,000 | \$6,000,000 |
| 22 | 16 | Athens Regional Library System | Madison County Library | B | N | Danielsville | Madison | \$1,517,200 | \$582,800 | \$2,100,000 |
| 25 | 17 | Cherokee Regional Library System | Dade County Public Library | B | A | Trenton | Dade | \$676,667 | \$163,333 | \$840,000 |
| 26 | 18 | Three Rivers Regional Library System | Charlton County Public Library | B | A | Folkston | Charlton | \$561,167 | \$106,690 | \$667,857 |
| 27 | 19 | Uncle Remus Regional Library System | Greene County Library | B | A | Greensboro | Greene | \$1,810,050 | \$1,005,050 | \$2,815,100 |
| 28 | 20 | Flint River Regional Library System | Milner Public Library | B | N | Milner | Lamar | \$783,333 | \$216,667 | \$1,000,000 |
| 29 | 21 | Pine Mountain Regional Library System | Butler Public Library | B | A | Butler | Taylor | \$1,542,857 | \$742,857 | \$2,285,714 |
| 30 | 22 | Dougherty County Public Library System | Northwest Public Library | B | N | Albany | Dougherty | \$1,625,000 | \$825,000 | \$2,450,000 |
| Public Library Projects - Submitted during the FY10 GPLS Capital Outlay Grant request period | | | | | | | | | | |
| 23 | | Gwinnett County Public | Central Library | C | N | Lawrenceville | Gwinnett | \$2,000,000 | \$49,245,400 | \$51,245,400 |
| 24 | | Houston County Public | Perry Public | C | A | Perry | Houston | \$1,600,000 | \$800,535 | \$2,400,535 |
| 25 | | Cherokee Regional | LaFayette-Walker County Public | C | A | La Fayette | Walker | \$2,000,000 | \$1,898,571 | \$3,898,571 |
| 26 | | Athens Regional | Oconee County | C | N | Watkinsville | Oconee | \$2,000,000 | \$9,785,714 | \$11,785,714 |
| 27 | | Atlanta-Fulton County | Central Library | C | A | Atlanta | Fulton | \$2,000,000 | \$16,928,571 | \$18,928,571 |
| 28 | | Gwinnett County Public | Duluth Branch Library | B | N | Duluth | Gwinnett | \$2,000,000 | \$6,484,035 | \$8,484,035 |
| 29 | | Gwinnett County Public | Liburn Branch Library | B | N | Liburn | Gwinnett | \$2,000,000 | \$6,484,035 | \$8,484,035 |
| 30 | | Gwinnett County Public | Peachtree Ridge Area Branch Library | B | N | Lawrenceville(Unincorp.) | Gwinnett | \$2,000,000 | \$6,484,035 | \$8,484,035 |
| 31 | | Cobb County Public | Merchant's Walk Library | B | A | Marietta | Cobb | \$1,915,147 | \$1,115,147 | \$3,030,294 |
| 32 | | Cobb County Public | East Marietta Branch | B | N | Marietta | Cobb | \$2,000,000 | \$2,465,071 | \$4,465,071 |
| 33 | | Forsyth County Public | West Forsyth Library | B | N | Cumming | Forsyth | \$2,000,000 | \$5,200,000 | \$7,200,000 |
| 34 | | Uncle Remus Regional | WH Stanton Memorial | B | A | Social Circle | Walton | \$2,000,000 | \$1,551,786 | \$3,551,786 |
| 35 | | West Georgia Regional | Tallapoosa Public Library | B | A | Tallapoosa | Haralson | \$385,714 | \$42,857 | \$428,571 |
| 36 | | Mountain Regional | Union County Public | B | A | Blairsville | Union | \$1,665,357 | \$865,357 | \$2,530,714 |
| 37 | | Athens Regional | Royston Public | B | A | Royston | Franklin | \$1,185,715 | \$385,715 | \$1,571,430 |
| 38 | | Sequoyah Regional | Pickens County | B | A | Jasper | Pickens | \$2,000,000 | \$2,000,260 | \$4,000,260 |
| 39 | | Live Oak Public | Islands Branch | B | N | Savannah | Chatham | \$2,000,000 | \$5,500,000 | \$7,500,000 |
| 40 | | Live Oak Public | West Chatham Branch | B | N | Savannah | Chatham | \$2,000,000 | \$5,500,000 | \$7,500,000 |
| 41 | | Athens Regional | Bogart Public | B | A | Bogart | Oconee | \$1,185,715 | \$385,715 | \$1,571,430 |
| 42 | | Chestatee Regional | Dawson County Branch | B | N | Dawsonville | Dawson | \$2,000,000 | \$3,000,000 | \$5,000,000 |
| 43 | | Atlanta-Fulton County | Milton Branch | B | N | Milton | Fulton | \$2,000,000 | \$6,928,571 | \$8,928,571 |
| 44 | | Atlanta-Fulton County | Wolf Creek Branch | B | N | Unincorporated Area | Fulton | \$2,000,000 | \$6,928,571 | \$8,928,571 |
| | | | | | | | | \$74,183,417 | \$176,937,076 | \$251,120,496 |

Kathryn Ames

From: Steven Neff [stevenneff@earthlink.net]
Sent: Monday, January 12, 2009 8:53 PM
To: Christian Kruse
Cc: Joe Forsee; Kathy Ames; Greg Heid
Subject: Discussion with Bob Smith

Hi all,

As we know today was the first day of the 2009 Session. It was pretty uneventful, just the usual ceremonial stuff with legislators being sworn in and leadership elected. On Wednesday the Governor will give his State of the State and will release the budgets, so we will know about his proposed recommendations by 10 am or so. I am hopeful we will be in good shape!

Today, however, Bob Smith called me into his office to talk. He wanted to talk about things. He said he wanted us as libraries to focus on state of the art libraries. He insisted over and over that folks are attending the library but are not reading traditional

books. We need to try to provide some data on circulation probably.

He said that we need to revamp our image to excite folks and thinks it needs to be state of the art libraries. He asked us and Lamar to research all the libraries to present these new state of the art libraries to excite folks to continue to fund us. He also asked his intern to work with me on this research. He talked about Google moving all books to electronic and this new electronic book by Kindle? He pulled it up online for me. He said he had been talking to GA authors and their concerns over these new books and that it is the future.

Anyway, we need to discuss this, because we will hear it from him

again in committee I am sure! We may want to sit down with Lamar about it also as soon as we can. I just do not want this to interfere with our efforts on construction.

He was quite serious about it and us looking to the future. He says we cannot keep asking for money without updating our facilities to look to the future, etc.

Let's talk tomorrow!

Thanks,
Steve

Steven D. Neff
The Neff Group, Inc.
P.O. Box 3364
Gainesville, GA 30503
Office: 678-943-2617
Cell: 770-598-4478
stevenneff@earthlink.net

Georgia Library Day*

Thursday, February 26, 2009

Atlanta

** Sponsored by the Georgia Association for Instructional Technology (GAIT), Georgia Library Association (GLA) and the Georgia Library Media Association (GLMA)*

- 8:45 A.M. Registration, coffee and juice – Floyd Building (Twin Towers, 20th floor, West Tower)
- 9:15 A.M. Welcome – GLA President – Floyd Building
- 9:20 A.M. Remarks from Georgia Legislative Guests – Floyd Building
- 10:00 A.M. Comments from the Georgia Library Community and Organizations – Floyd Building
- 10:45 A.M. Visit the Capitol (Please contact your legislators prior to your arrival on February 26. Let them know you will be attending this event.) – Georgia State Capitol
- 11:45 A.M. – 1:30 P.M. Box lunch with your legislator – Floyd Building

Registration Form (please complete one for each registrant)

Name: _____

Address: _____

Library Name: _____

My Library is in Georgia Senate District(s)*: _____

My Library is in Georgia House District(s)*: _____

*Georgia Secretary of State Website: <http://www.sos.state.ga.us/cgi-bin/locator.asp>

Please enclose: Registration form and \$30 per person. Make check payable to GLA. Reference "Registration" in note section. Payment must be received by Friday, February 13, 2008. Mail payment to: Georgia Library Association: P.O. Box 793, Rex, GA 30273. Contact: Gordon Baker at 678/466-4325 or gordonbaker@clayton.edu for more information.

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THE WALL STREET JOURNAL.

WSJ.com

PAGE ONE | JANUARY 15, 2009, 9:03 A.M. ET

Folks Are Flocking to the Library, a Cozy Place to Look for a Job

Books, Computers and Wi-Fi Are Free, But Staffs Are Stressed by Crowds, Cutbacks

By JIM CARLTON

TRACY, Calif. -- The financial crisis has caused a lot of withdrawals at the public library.

A few years ago, public libraries were being written off as goners. The Internet had made them irrelevant, the argument went. But libraries across the country are reporting jumps in attendance of as much as 65% over the past year, as newly unemployed people flock to branches to fill out résumés and scan ads for job listings.

Other recession-weary patrons are turning to libraries for cheap entertainment -- killing time with the free computers, video rentals and, of course, books.

Last Friday, there was a particularly long waiting list of 157 to check out the popular vampire novel "Twilight," by Stephenie Meyer, from a branch of the Stockton-San Joaquin County Library here in Tracy. This central California town has been ravaged by mortgage foreclosures, and area libraries report a surge of traffic. Shamika Miller huddled over a laptop at the Tracy branch. Laid off from her job as a bookkeeper at Home Depot more than a year ago, Ms. Miller, 29 years old, says she has visited the library "if not every day, every other day" since October to check job listings with her computer.

"I come here, first of all, because it's a free Wi-Fi spot," says Ms. Miller, who supports a 10-year-old daughter on her unemployment compensation. And, she says, "there's something about the library that helps you think, at least for me."

At the Ferguson Library in Stamford, Conn., "it's not unusual for us to have 40 or 50 reserves on a popular book," says spokeswoman Linda Avellar. At the Randolph County Public Library in Asheboro, N.C., a 25% increase in visitors over the past six months from a year ago has been hard on 14-year-old carpeting that officials say needs to be replaced now rather than in six years, as planned.

This isn't the first time library attendance has spiked in a downturn. The 1987

and 2001 recessions saw similar jumps, librarians say. But few people thought that libraries would again be in such favor after so much information flooded the Web.

One big draw: Most libraries have put in free computer and Wi-Fi service. And they've begun stocking DVDs and videogames. With the recession weighing on them, "people recognize what a great value the public library is," says Jim Rettig, president of the American Library Association in Chicago.

Librarians are turning into job counselors -- and even social workers -- as they have to deal with a sometimes-desperate new class of patrons. "They are frustrated, overwhelmed and thought they would not be job hunting again in their lives," says Jan Perrier, head of reference and adult services at the Roxbury Public Library in Succasunna, N.J. "I had one woman just so overwhelmed she sat in front of the PC and cried."

Many jobless people are reporting to the library as they used to report to the office. Career books are in particularly great demand at the Morris County Library in Whippany, N.J. "The shelves are bare," says Lynne Olver, chief librarian there. She says attendance in "Career Resource Seminars" that the library has held for many years jumped to 745 in 2008, from 472 in 2007.

Others come in to escape their troubles for a while. Wesley Martin on Friday tapped his hands to the beat of a hip-hop video he was watching on one of the Tracy library's computers. "This is just a chance for me to get out of my house," said the 33-year-old, who lost his job at a discount store a month ago.

The sheer numbers of jobless visitors are overwhelming some libraries at a time of funding cuts by cash-strapped local agencies. The library in Winter Park, Fla., reports a 25% increase in checkouts of its books and other materials over the past 15 months, even as its budget for stocking new items has been cut 12%.

Some libraries are cutting their hours, reducing staff or even being closed altogether because of budget problems. The Schenectady County Public Library in Schenectady, N.Y., says it has had no money to replace four librarians who have left in the past two years. "As a result, we recently found that it is taking up to five days to reshelv books, as just one tiny example of the impact," says Karen Bradley, a reference librarian there.

The Randolph County library in North Carolina can't afford to replace those rugs: "We are just going to have to live with the worn carpet for now," says Suzanne Tate, the library's director. An average of 230 people a day line up to use the library's 27 computers. To help manage the traffic, the library has taken to bumping users off if they try to stay on for more than the one-hour limit.

But the patrons keep coming. "Many times a day there is a line of people waiting to get on one of our three computers," says Mary Wright, director of the Marks-Quitman County Library in Marks, Miss., who says many of the new patrons are laid-off workers from nearby casinos.

Tracy library officials have ordered nine more Internet-access computers. For now, patrons have to line up at a kiosk to make a reservation to use one of the 11 existing terminals, says Kathleen Buffleben, the supervising librarian.

At a checkout counter nearby in the Tracy library, Brandon Perry, 24, and his fiancée, Chardenac Van Rooter, 21, were applying for library cards Friday to aid in their job searches. The couple, who were with their 1-year-old daughter, said they support themselves largely on part-time restaurant work by Mr. Perry, who was laid off as a heavy-equipment operator at a ski resort a year ago. On top of their other troubles, the couple said they were forced to move into a homeless shelter a few weeks ago after a relative's home where they were staying was foreclosed on.

"Now," says Mr. Perry, "we just want to go to Hawaii. We don't have a computer, so we'll start coming here to find a job there."

Write to Jim Carlton at jim.carlton@wsj.com

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THE VALUE OF...

Knowledge

- Public libraries give people access to information in all formats: from online to print, from visual to spoken word
- Public libraries help Georgians learn and grow at every step of their lives
- Public libraries provide answers to questions, helping Georgians make both simple and life-altering decisions

Reading

- Public libraries provide books that can educate and inform Georgians about the world around them
- Public libraries have books celebrating ideas: arts and politics, culture and science, philosophy and how-to
- Public libraries offer books that promote discovery from the imagined and time gone by to real places of today

Workforce Development

- Public libraries expand quantity and competencies of local workforce and long-term community economic capacity
- Public Libraries provide access to employment search and application opportunities and help expand employment skills and opportunities
- Public Libraries expand local employment opportunities and offer economic stability

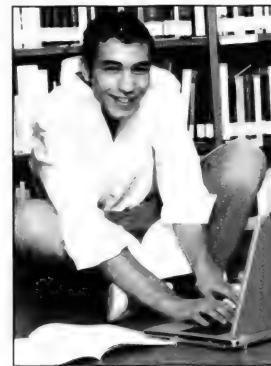
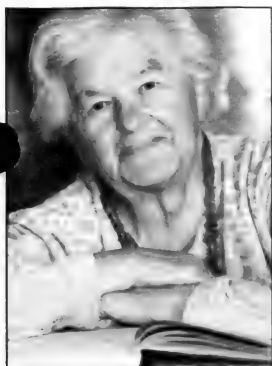
Access

- Public libraries bridge the digital divide, ensuring computer access to all Georgians
- Public libraries present computer training, allowing a more level digital playing field
- Public libraries offer free access to computers and on-line information to help all Georgians create, learn, be entertained and connect to the greater world

Early Literacy

- Public libraries aid school readiness and academic success
- Public libraries promote awareness of the importance and need to read early and often
- Public libraries celebrate children's literature and engage children in reading from birth

The value of Georgia's public libraries:
PRICELESS



Legislative Priorities

Georgia Council for Public Libraries

- **Support Georgia Public Library Service budget at 100% requested rate**

The need for strong, vibrant public libraries has never been greater. Georgia's public libraries are busier than ever. We provide access to technology and promote literacy - two key assets needed to build a better Georgia and weather the current economic downturn.

→ **More support is needed; not less.**

- **Increased funding for library collections**

Our goal for \$1.00 per capita state grant funds to spend on collections has not been met. Rather, the overall per capita state grant funding to public libraries to maintain collections continues to decrease as populations grow and demand increases.

→ **More support is needed; not less.**

- **Capital grants for construction of new libraries**

Public libraries in Georgia have a long and proud history of working with the Legislature to create new facilities that are beacons to citizens throughout the state. Public libraries are gathering places where ideas are shared, common interests are explored, and citizenry is strengthened. We need to ensure the integrity of the project list as presented by GPLS and we need to increase the State Construction Grant cap from \$2 million to \$3 million per project.

→ **More support is needed; not less.**

Our nation runs on the fuel of information and imagination that libraries provide. Librarians educate and inform the public, and by doing so, they strengthen our great democracy.
--First Lady Laura Bush

Reading is the gateway skill that makes all other learning possible, from complex word problems and the meaning of our history to scientific discovery and technological proficiency. And by the way, it's what's required to make us true citizens.
--President Barack Obama

At the moment that we persuade a child, any child, to cross that threshold, that magic threshold into a library, we change their lives forever, for the better. It's an enormous force for good.
--President Barack Obama



More support is needed; not less.

GA General Assembly - 2006 House & Senate District Maps
web site- <http://www.legis.state.ga.us/>

State Senators/Representatives in Districts within the Athens Regional Library System (2-year term)
(* indicates regions where only a portion falls within that district)

District 46:

(Bogart, Clarke Co.*, Oconee Co.)

The Honorable **Bill Cowsert**

Re-elected Nov 4, 2008. Next election 2010

Capitol Address:

319-A Coverdell Legislative Office Building
Atlanta, GA 30334

(404) 463-1366

(404) 657-0797 (fax)

District Address:

P.O. Box 512

Athens, GA 30603

(706) 543-7700

(706) 202-3211 (fax)

email- bill.cowsert@senate.ga.gov

District 47:

(Madison Co., Clarke Co.*, Oglethorpe Co., Winterville)

The Honorable **Ralph T. Hudgens**

Re-elected Nov 4, 2008. Next election 2010

Capitol Address:

110-A State Capitol

Atlanta, GA 30334

(404) 656-4700

(404) 463-2279 (fax)

District Address:

6509 Highway 106 South

Hull, GA 30646

(706) 353-2702

(706) 354-1017 (fax)

email- ralph.hudgens@senate.ga.gov

District 50:

(Lavonia, Royston)

Incoming Senator

Jim Butterworth

P.O. Box 2000

Cornelia, GA 30531

(706) 768-4106

Term 1-12-09 - 1-10-2011

District 28:

(Lavonia*)

Incoming Representative

Michael Harden

P.O. Box 1189

Toccoa, GA 30577

(706)-779-3279

email: Michael@voteharden.com
Term 1-12-09 - 1-10-2011

District 29:

(Lavonia*, Madison Co.*, Royston*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Alan Powell

Capitol Address:

Suite 507, Coverdell Legislative Office Building
Atlanta, GA 30334
(404) 656-0202

District Address:

P.O. Box 248
Hartwell, GA 30643-0248
(706) 376-4422
(706) 376-2670 (fax)
email- alanpowell23@hotmail.com

District 30:

(Madison*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Tom McCall

Capitol Address:

Room 226
State Capitol
Atlanta, GA 30334
(404) 656-5115

District Address:

2835 Washington Highway
Elberton, GA 30635
(706) 283-5436
(706) 283-6656 (fax)
email- tommccall@bellsouth.net

District 113:

(Bogart, Clarke Co.*, Oconee, Oglethorpe*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Bob Smith

Capitol Address:

Room 245
State Capitol
Atlanta, GA 30334
(404) 463-2247

District Address:

P.O. Box 108
Watkinsville, GA 30677
(706) 769-8794
email- smith98@bellsouth.net

District 114:

(Clarke Co.*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Keith Heard

Capitol Address:

Suite 509, Coverdell Legislative Office Building
Atlanta, GA 30334

(404) 656-0220

District Address:

P.O. Box 5068

Athens, GA 30604-5068

(706) 353-1772

(706) 548-7952 (fax)

email- keith.heard@house.ga.gov

District 115:

(Clarke Co.*, Winterville)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Douglas C. McKillip

Capitol Address:

Suite 509, Coverdell Legislative Office Building

Atlanta, GA 30334

(404) 656-0220

District Address:

135 University Drive

Athens, GA 30605

(706) 613-1900

(706) 613-1906 (fax)

email- dcmckillip@aol.com

District 116:

(Oglethorpe*)

Re-elected Nov 4, 2008. Next election 2010

The Honorable Robert M. 'Mickey' Channell

Capitol Address:

401 State Capitol

Atlanta, GA 30334

(404) 656-7856

District Address:

P.O. Box 839

Greensboro, GA 30642

(706) 453-1230

(706) 453-1225 (fax)

Email- mickey.channell@house.ga.gov



Athens-Clarke County Library Expansion Fact Sheet: Evolving to meet our community's changing needs

Background

The Library was founded in 1913 as the Athens Public Library, and it continued with city funding and donations until 1940 when it joined with Oglethorpe and Oconee counties to become the first regional library system in Georgia.

Today, the Athens-Clarke County Library, built in 1991, is headquarters for the five-county Athens Regional Library System and houses the state-funded Special Needs Library for the blind and physically handicapped. Use of this facility has far exceeded the original intent, plan and arrangement of the building.

Patron use of the facility has changed dramatically with the addition of new services to the public, today's technology, and evolving needs of the community.

Renovation, along with expansion to the current facility, will address the needs of expanded services, technological advances, and a flexible organization of space will provide today's and future services within the Library.

Project Description

The building, which is currently 63,000 square feet, will be renovated and expanded to 83,000 square feet to house new services to the public, expand programs, replace and expand the technological infrastructure for the building, create more efficient staff work room areas and better organize patron flow and location of services within the facility.

The renovation will repair various areas of the aging structure, upgrade the facility for technological requirements, and reorganize interior spaces to better accommodate the needs of the library user.

Special Features

- Expanded children's services to promote early reading skills, family literacy skills, computer skills, research skills, storytime and storytelling programs in appropriate

spaces, adequate shelving and seating arrangements for children and adults.

- Computer areas will be expanded and the number of computers increased to optimize access, identified by patrons as one of their greatest needs. The data infrastructure, including wiring, bandwidth and electrical capacity, will be upgraded to ensure delivery of high speed Internet in all areas.
- An area will be dedicated to technology training to ensure staff and patrons receive instruction on basic and advanced technology, Internet use, and software use. Examples of classes for the public include Word Processing, Excel, PowerPoint, Email, Google, RSS Feeds, GALILEO, and Digital Cameras.
- The Heritage Room is a research collection for Athens history, Georgia history, and genealogy. This invaluable, archival collection will add 2,000 square feet to accommodate researchers as well as more storage space for this special collection.
- The addition of a divisible 300-seat multipurpose program area with the capacity for wireless Internet access, web conferencing and training, an upgraded audio and projection system for presentations and ability to accommodate a variety of media formats.
- Additional Shelving for expanding collections.
- The project will conform to Leadership in Energy and Environmental Design (LEED) standards under the Green Building Act of 2006.

Total Project Cost \$10,215,240
SPLOST Funds: \$8,215,240
State of Georgia Funds: \$2,000,000

Architect: David Moore, Craig Gaulden Davis

Regional Library Board Committees 2009

Executive Committee [Officers plus 1 at-large representative]

Greg Jones, [Oglethorpe County] Chairman
George Nale, [Madison County] Vice-Chairman
Janet Stratton, [Oconee County] Treasurer
William Prokasy, IV, [Athens-Clarke County] at-large

Finance Committee

Janet Stratton, [Oconee County] Chair
Art Zimmerman [Oconee County]
Teresa Crawford [Franklin County]
Mike Moak [Madison County]

Personnel Committee

Howard Shapiro, [Oglethorpe County] Chair
Tom Gresham [Oglethorpe County]
Ann Dunn [Athens-Clarke County]
Vacant
Vacant

Policy Issues Committee

John Timmons, [Athens-Clarke County] Chair
William Prokasy [Athens-Clarke County]
Tom Gresham [Oglethorpe County]
George Nale [Madison County]
Ed Bowns [Franklin County]

Publicity Committee

Fran Lane [Athens-Clarke]
Wayne Miller [Franklin County]
Alice Vernon [Oconee County]
Vacant

HOLDS

A "hold" may be placed on an item in person, over the phone, or on line with the patron's library card number. Blocked cards may not be used to place a "hold". There is a limit of 50 holds at a time on a patron's card. If a "Hold" has been placed on an item, it may not be renewed.

Deleted:

CONFIDENTIALITY LAW

The Georgia Confidentiality Law, (O.C.G.A. 24-9-46 (2008), O.C.G.A.24.946) prohibits the disclosure of any patron information, including titles checked out, amount of fines/fees owed, and phone numbers/addresses. All PINES library staff recognize the strict confidentiality of library records, and shall not disclose any information regarding library patrons unless legally compelled. If proper legal documents are presented, a Library Director or designee must approve the decision to release confidential records.

PURCHASE REQUESTS

Patrons may request that the library purchase a material which is not currently owned. Acceptance of a purchase request does not constitute an agreement to purchase the item. If the item is purchased, the requesting patron(s) will be placed on a "hold" list for that item and will be notified, when the material is ready to circulate.

Deleted: by mail

TEACHER LOANS

Special loan agreements may be arranged by teachers needing a group of materials for classroom purposes. Interested educators may request an extended due date from a circulation Supervisor.

Deleted: should contact the Access Services coordinator for details

DONATIONS

See Donations Policy.

SURVEYS

Public surveys on library property are permitted at the discretion of the Director, Branch Manager, or Administrative Assistant of the library.

RETURN POLICY

All library materials may be returned to any one of the library system's facilities regardless where they were checked out.

Deleted: no matter

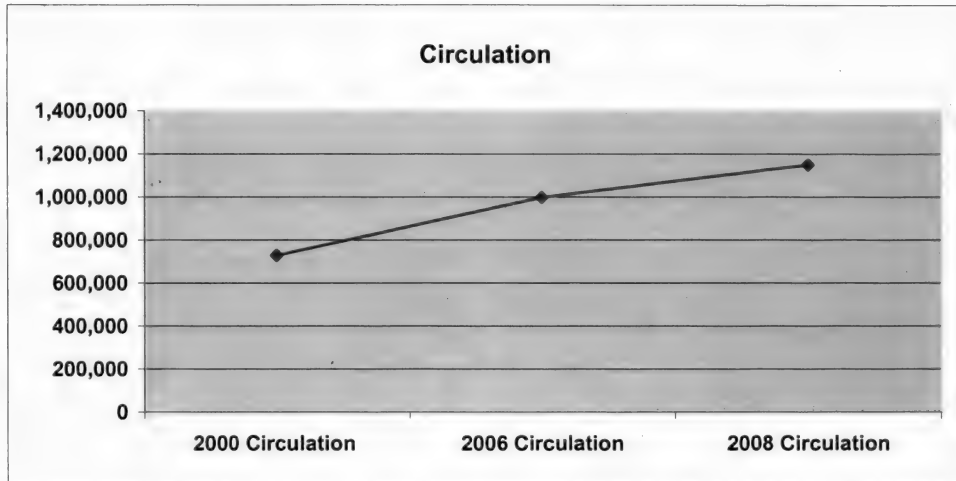
7/10/01

Amended 4/17/03

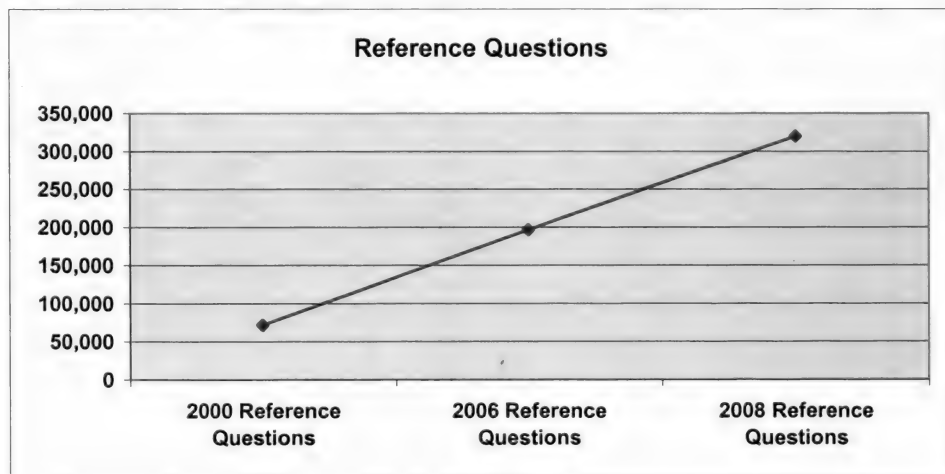
Amended 7/17/08

Athens Regional Library System Statistics 2000, 2006, 2008

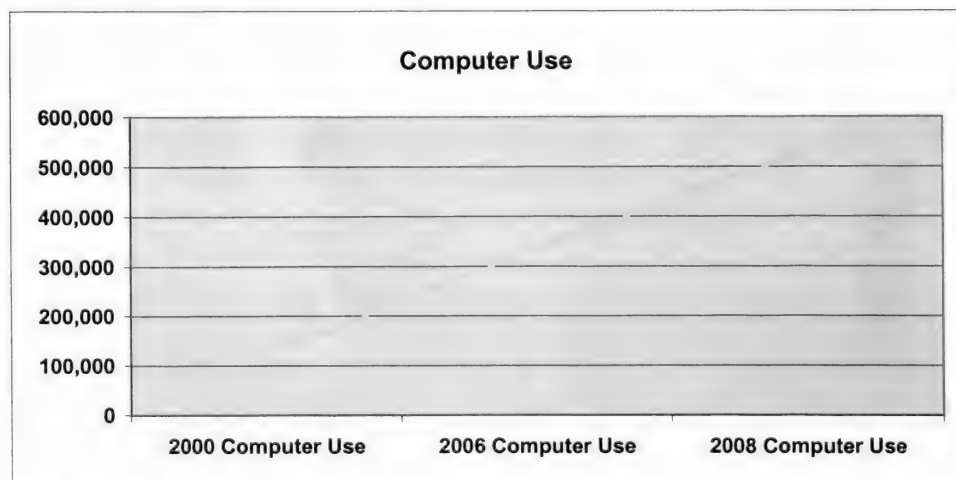
| | |
|------------------|-----------|
| 2000 Circulation | 727,040 |
| 2006 Circulation | 996,595 |
| 2008 Circulation | 1,146,905 |



| | |
|--------------------------|---------|
| 2000 Reference Questions | 71,070 |
| 2006 Reference Questions | 196,196 |
| 2008 Reference Questions | 319,514 |



| | |
|-------------------|---------|
| 2000 Computer Use | 122,492 |
| 2006 Computer Use | 334,939 |
| 2008 Computer Use | 529,774 |



(No Subject)

From: **sginn** (sginn@alltel.net)

Sent: Sun 4/12/09 1:45 PM

To: ritabshoe@hotmail.com; sidginn@gumlog.com

approved
4/12/2009

Rita, my computer at home is down. could you forward the minutes to the members for me. Thanks El sid

Franklin County Library Board
Minutes Regular Quarterly Meeting
January 12, 2009

Members in attendance:

Teresa Crawford, Donna Brumby, Katherine Ames, Rita Shoemaker, Sid Ginn, Ed Brown, Kasie Freeman, Rosie Chitwood, Rachel Sorrow, Jack Slaton,

Others in Attendance;

Chairperson Rita shoemaker called the meeting to order.

Minutes read and approved

Adoption of agenda approved

Call for public comments / None

Budget report: With one half of the year completed, the budget is on track with two exceptions. Fees are up in Royston and the cost of printer cartridges are up. Overall the progress of the budget is good

Items of business discussed:

The 10,000.00 grant applied for with the Franklin County Board of Education is on the way.

There is a large increase of internet use at each library. Two reasons presented; more and more job applications are taken over the internet and not in person, and many have discontinued their home internet service. Lavonia reported long lines and waits for computers with as many as 10 people per hour.

Possible limited services in Carnesville were discussed. The city hall which is already wireless and possible T-1 wiring may be possible during the set hours the building is open. Tuesday and Thursday book pick-up was also discussed. **A Motion was made and passed to start a book drop box at the Carnesville City Hall.** The city would determine the placement of the box.

Georgia Legislative Day will be February 26. Spending has dropped from .57 to .33 per capital, in the government support of libraries.

The Lavonia Friends of the Library, is interested in moving a range of books from the area of the restroom. They propose making room in one corner with a window seat, a rug over the carpet, a new toy box, and general sprucing up. A motion would be needed from the board. **A Motion was made and passed to allow the Friends to make such changes.**

Wireless internet is being planned for the Royston Library. It is hoped that it would help in the increased use of computers. The AARP will use the room for tax services for seniors and low income. The Grass Roots Arts starts January 24 with a program for exploring art and possibly offering courses Bridge.

With the splost account at \$7337.00, and a deadline to spend the money, the following options were discussed; addition or replacing of lights, replacing of carpet, or the renovation of the children's area. **A Motion was made and passed to approve the option of additional lighting for Royston.**

The board wants to meet with Carmen Pender to get a estimate on what retrofitting the Royston City Hall into a library would cost. With this project #34 on the list of state projects, there is a need to have estimates ready fro legislative and splost funds.

Discussion of board members included members who wanted to come off and members who have missed a certain number of meeting that by our by-laws are off the board. Chairperson Rita announced that she would send out letters on the requirement. The board was encouraged by Wayne Miller's progress with his health concerns and looked forward to his return.

The next meeting was set for April 13, 2009 at the Royston Library. The meeting was adjourned.

approved 4/13/2009

**OCONEE COUNTY LIBRARY BOARD
MINUTES OF THE QUARTERLY MEETING
JANUARY 12, 2009**

The meeting was called to order by Chairman Doris Firth. Members present included Susan Brodrick, Deann Craft, Brian Hawkins, Pamela Hendrix, Phyllis Luke, Dorothy Peltier, Janet Stratton, Jerry Studdard, Alice Vernon, and Art Zimmerman. Also, present were Kathryn Ames, Donna Brumby, and Jackie Elsner. Absent member was Lisa Vaughn. Doris introduced Jackie Elsner as our new Interim Branch Manager at the Watkinsville library. She is filling in for Clare Auwarter, who is on leave. Doris suggested that we take a few minutes to introduce ourselves to Jackie so she would be familiar with the board members. As there were no changes to the October minutes, Jerry made the motion to approve the minutes and Alice seconded the motion.

PUBLIC COMMENT

There are no public comments to report.

BRANCH MANAGER'S REPORT

Jackie reviewed her Branch Manager's report starting with the news that the new roof has been completed but that the cost exceeded the budget by \$9500. Jackie discussed with Clare what measures could be taken to make up this deficit. They decided that the two public bathroom renovations, which had been budgeted at \$9100, could be delayed until next year. So, along with the supplies and materials budgeted at \$400 for the bathrooms, this will make up the additional cost for the new roof. The other major budgeted expense for the library this fiscal year was to be the children's area that is in real need of improvement. Jackie discussed this with Marvin Poe, Director of Facilities, who promised to see that the children's area would be done.

Jackie reported that programs at both libraries are "so vigorous" as a quick review of the Quarterly Trends indicates, showing October through December in 2008, compared to the same time a year ago.

Jackie noted some staff changes that have been made with three resignations, and one new hire with two more to go. She also reported that Nica Hawkes plans to retire this year and several board members familiar with her work at the library were very sorry to hear that she is leaving. Finally, Jackie thanked Kathryn for the opportunity to serve out here in the Oconee Library.

REGIONAL DIRECTOR'S REPORT

Kathryn reviewed the revenue and expenditures for our third quarter. Most of the scheduled expenditures, now including the Computer Maintenance, software and supplies, have been kept at or less than 50% of our budgeted amounts for this quarter. Amounts allotted for Equipment and the Programming Incentives for children and young adults have not been expended yet. The Copier Maintenance and Lease Gordon Documents expense is very high (81.05%) of our expected amount for the quarter and Kathryn said that she will check on this. Kathryn reported that the Oconee County BOC In-behalf support expenditures are not known at this time as their budget is not set yet. Under Gift Income and Expenses we continue to have a good balance in our Watkinsville account. While there is still only a small amount in the Bogart account that will change soon. Kathryn continues to be concerned about our negative balance in our Fund Equity (our "Reserve"). She also reminded the board that should we have any questions at all about the revenue and the expenditures on her report we can contact her for more information.

Kathryn reported that due to the downturn in the economy many people are cutting back on their living expenses and that this includes discontinuing magazines and newspapers subscriptions as well as buying books and are looking to the library to provide these things. Our circulation figures show this increase of visitors to our libraries and she predicts that this will continue for some time. Kathryn reminded the board that since the state has reduced their support for the expenditure for books from 57

cents down to 35 cents per capita this has seriously impacted library budgets everywhere. Most libraries can now only order about half the number of books as they used to do. She did mentioned that there may be no change on the state's seven construction projects that were planned with Athens-Clarke County fourth on the list and Madison County sixteenth. With this in mind Kathryn invited all members of the board to go to Georgia Library Day on Thursday, February 26, 2009 in Atlanta, where we could meet with our own two legislators, Bob Smith and Bill Cowsert, and other legislators to discuss the current state of libraries and to encourage their continued support for our libraries. Kathryn has provided an information sheet with talking points to help us in our discussions with these representatives and an application to attend which should be turned in by February 13th.

FRIENDS OF THE LIBRARY REPORT

Jackie composed the report on the Friends of the Library with help from last year's President Pat Hallow and the Bogart's librarian. She reminded the board that Aymee Davis has been named the new President of the Friends of the Bogart Library.

Janet mentioned an article she saw in the Atlanta Journal Constitution written by Wally Eberhard who is President of the Friends of Georgia Libraries and a retired UGA journalism professor. Copies of this article were made for the board members. She felt that this article was well our time to read as it describes how much the Friends mean to all of our libraries. She thought that we should emphasize to our legislators how important the Friends are to us, and how much they help libraries everywhere.

OLD BUSINESS

The scheduled agenda report on the Remodeling of the Children's Area in the library will have to be postponed until the BOC budget is in. Our Finance Committee will meet to review our proposed budget to see what may need to be modified at that time. They will report to the board at our next meeting. Members of the Finance committee from the OCLB are Doris Firth, Dorothy Peltier, Brian Hawkins, and also includes Kathryn Ames, Regional Library Director, and Jackie Elsner, Interim Branch Manager of the Oconee Library.

Copies of the Bylaws of the Oconee County Library and the Bylaws amendments that were approved at the October meeting were distributed to all board members.

Donna reported on the progress of the Oconee County Libraries Strategic Plan 2008-2010. Four Selected Service Responses were proposed with Goals and Objectives set for each of them. The committee met and worked on setting up the tasks that will accomplish the goals and objectives. At this time Donna presented the tasks needed for just one of the Service Response, i.e. Succeed in School: Homework Help. They listed from one to four activities at least under each goal and objective for this Service Response. Work will continue on the remaining tasks needed. Members of the Long Range Planning Committee include Doris Firth, Diane Bridges, Alice Vernon, Art Zimmerman, Kathryn Ames, Donna Brumby, and Clare Auwarter.

NEW BUSINESS

Remodeling the children's area was the top priority now and discussion had to be delayed until the final budget is set. Jerry asked the board to consider making plans for the future in the events that our funding continues to get impinged on by the continued bad economy. He felt it was necessary to begin to assess what could be done and gave some examples such as cutting hours or even days if needed, freezing vacancies, and looking at what services could be eliminated with the least impact. Doris agreed that expenses had to be examined with this in mind. Finally the motion to adjourn was made by Art and seconded.

Respectfully submitted,
Dorothy Peltier, Secretary, OCLB

approved 4/13/2009

Winterville Library Advisory Committee
January 12, 2009
Minutes

Present: Linda, Maxine, Walker, Donna, Lizz, Marilyn

Linda called the meeting to order.

October 2008 minutes were approved on a motion from Diana and a second from Walker.
All approved.

Old Business

- Sewer connection – the library will only be connected if it becomes necessary to do so. Hooking into the sewer line is expensive.
- Framed print and thank you note – Linda will contact Civitans about attending an upcoming meeting. Diana will write a thank you note once the print is received and Linda has an address.
- Marigold Festival is planned for Saturday May 16. Should the library be open? Lizz will ask at the next Winterville City Council meeting. Donna will discuss with Ms. Ames. The Friends of the Winterville Library will have a book sale during the festival, and the Library will participate in the parade with decorated book trucks. Perhaps we should have fliers out to advertise the library.

New Business

- FOWL – all were encouraged to become a Friend of the Winterville Library. The next FOWL meeting is Tuesday February 17 @ 7:00 p.m. Those who can will attend the meeting. Perhaps we should invite a FOWL representative to one of our meetings.
- Evaluation of Polar Express – low turnout due to competing events that night. Next time, we need to check Civitan calendar and Winterville Elementary School's calendar. Lizz tried some new things this year, i.e. – turning off the computers and having some coloring sheets out for the younger kids. Maybe we should do something a little different this year.
- Report from ACC Library Board meeting
 - The Friends of the ACC Library's book sale will be February 19 – 25.
 - All volunteers will now need to fill out a volunteer application.
 - Materials budget has been cut, only allocated \$.35/capita
 - ACC Library is 3rd or 4th in line for building improvements
- Building update (Lizz)
 - Restrooms have been painted
 - Light fixtures are being replaced
 - Fire Marshal found library to be out of compliance, changes have been made to correct this:
 - Batteries replaced in exit signs
 - Extinguishers serviced

- Exception made for back door remaining locked since the security of the collection is at stake
- Lizz's report
 - Lizz shared her year-end report; highlights include:
 - Approximately 8,000 patrons were served in '08
 - Improved accessibility within the library
 - Increased services for young adults & homeschoolers
 - Significant waste reduction & resource conservation
 - Lizz reported that the weather alert radio is not working; Donna will look into getting it fixed.
- New Business
 - Diana asked Lizz if she would like to participate in National Compost Week by hosting a reading of *Diary of a Worm*. Lizz said she would and plans were made to have the reading on Wednesday May 6 @ 10:30 a.m.

Meeting adjourned @ 8:22 p.m. on a motion from Maxine and a second from Diana.

2009 Library Advisory Board Meeting Dates:

- April 13
- July 13
- October 12

approved 4/14/2009

**Minutes of the
Oglethorpe County Library
Board of Trustees
January 20, 2009**

Attending: Chairman Greg Jones, Mary Ann Crawford, Barbara Davenport, Judy Arnold, Sam Nash, Tom Gresham, and ARLS Dir. Kathryn Ames, Branch Coordinator Donna Brumby, Branch Manager Jan Burroughs.

Call to Order: Greg opened the meeting and introduced of new trustee, Judy Arnold.

Minutes: Minutes from the October meeting were examined and accepted as presented.

Friends of the Library: Greg Jones

- Tom Gresham was named FOL Fundraiser of the Year.
- Greg noted that after Brenda Yeany's \$50.00 challenge to fellow Trustees, the Library Board of Trustees are now Sustaining members of the Friends.
- Mary Ann recognized Kathy Ames, Bonnie Ash, and Greg Jones for their presentation to the Rotary Club in November.

Branch Manager's Report: See white sheet.

Tom asked about increase in use of library facility.

Regional Report: Kathryn Ames

- State average circulation is 3.3 per capita and 1 reference questions per capita.
- There currently appears to be no further reductions in materials budget for this year.
- The \$900,000 that the state usually sets aside for repair grants has been eliminated from the state budget. However, the library construction money has remained in the budget. Athens is number four on the state list for new construction. Madison, Oconee and Franklin are also on the list.
- Legislative day will be in February, please notify Jan if you plan to attend.
- Regional Board- Greg has chaired his first meeting and insurance bids are expected to come in soon.

Financial Reports: See Green Sheets

We are under 50% at the mid-point of the year. This is good.

New Business:

- Cleaning Bids will be accepted through the month of February.
- Greg Jones asked that we change local board meeting date to better coordinate with the regional board meeting. This year there are two quarters when the regional board meets before our local board meets. Suggestions will be considered at the April meeting.

Motion to Adjourn made by Mary Ann Crawford, 2nd by Barbara Davenport.

(no quorum, so not
approved @ April 2009 meeting)

Madison County Library Board of Trustees
January 8, 2009

In Attendance: Mike Moak, Suzie DeGrasse, Katherine Ames, Karen Harrison, Margie Richards, Donna Brumby, Fern Coutant and Jackie Griffeth.

The meeting was called to order at 4:25 PM and it was noted that a quorum was not present at that time. Suzie DeGrasse, branch manager, took minutes in place of Fern Coutant, secretary.

New board member Karen Harrison was recognized and welcomed. She is, among many other things, a retired Elementary School librarian.

The minutes from the October 9, 2008 meeting were read in entirety. Changes were noted and motioned to approve by Margie Richards. Karen Harrison seconded.

There was no public comment.

Vice Chairman Mike Moak led the meeting in Chairman George Nale's absence.

The branch manager's report given by Suzie DeGrasse highlighted the increase in circulation, program attendance and patronage during 2008. Computer classes remain full, story time and outreach to day cares is reaching an increasing number of county children, and the sewing group is drawing large crowds. Jennifer Ivey, the children's specialist, is now leading a book discussion/read aloud story time for Elementary school ages children, called 'Chapter Book Revue'.

Mrs. Ames, director for the Athens Regional Library System, brought attention to the budgets for 2008 and 2009. The Board of Commissioner's passed the 2009 budget presented by the library board with the exception of pay raises. Health insurance and Teacher's Retirement contributions were expected to increase, raising the amount of personnel funds requested. The budget for 2008 balanced out between overages and under expenditures.

She pointed out that the money in the Gifts account does not reflect the \$20,000 in the Certificate of Deposit made with money given by the estate of Jere Ayers.

Mrs. Ames received information that our construction grant monies requested were incorrect. This was because the original grant application was made after the 2004 tornado and was assumed to include the insurance settlement as local funds. Because the library was only repaired to its former state and not enlarged, that is now a closed case. The numbers changed also because of changes in state library construction funding monies. The library is still designated to receive \$750,000 from the SPLOST in Madison County. She worked very hard to clear this up.

As chairman of the ^{Regents} ~~Regions~~ Public Library Committee she reported that an attorney is working to create legislature that would create a statewide taxing district for public libraries. A special millage rate for libraries would be created in each district.

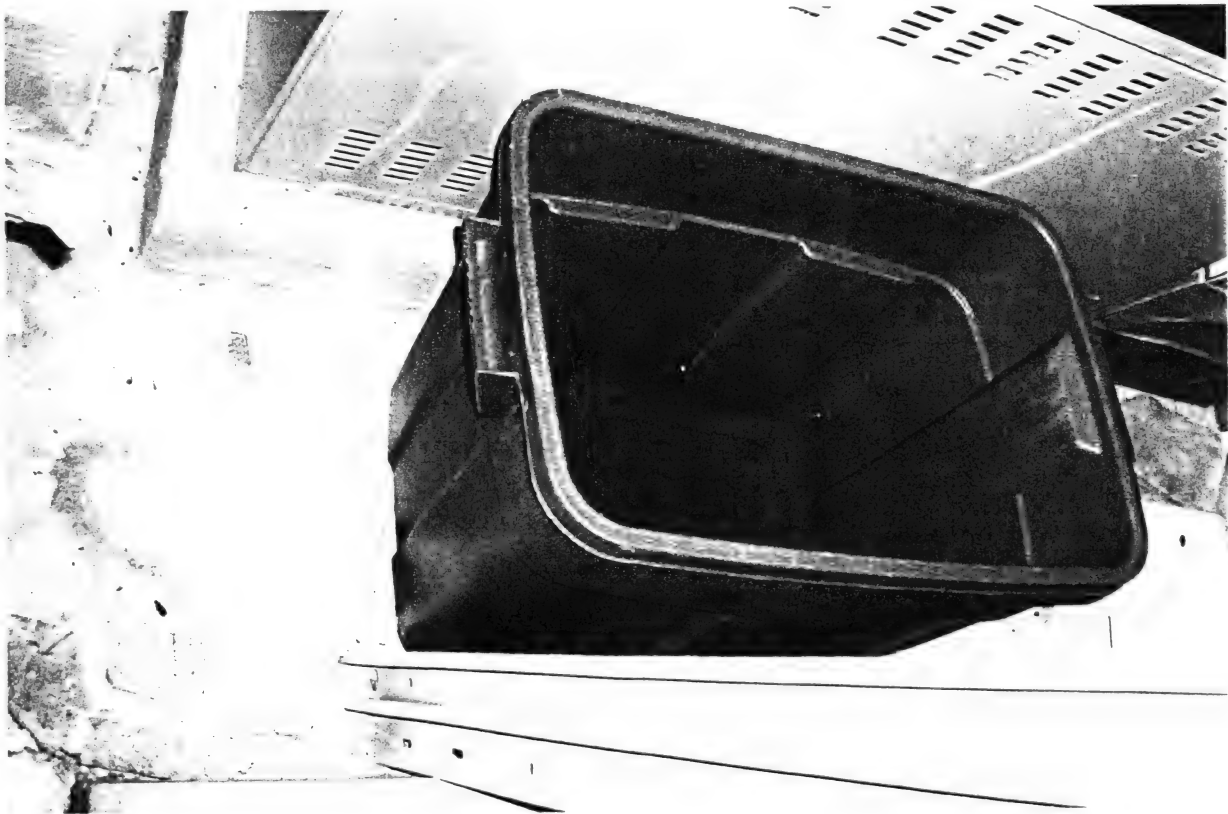
All board members were encouraged to attend Library Legislative Day in February.

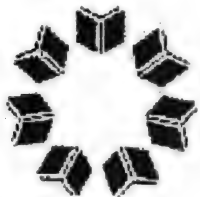
Discussion on touring local libraries with relatively new construction involved dates and suggestions from Donna Brumby, Extension Services librarian. Each of these libraries had a different architect, which is something the library board will need to consider hiring. Madison County Library moved from #13 to #16 on the state library construction list for various reasons, including one of the libraries ahead of us was about to lose local funding if construction did not start.

Under Building and Grounds, Patrick's Upholstery was suggested by Jackie Griffeth as a likely candidate for reupholstering the chairs.

The roof is still leaking and the board toured the leaking and damaged area after the meeting. Suzie agreed to take photos for Mr. Moak to take to the Board of Commissioners to ask about repair. The reason given for the repair not having been done yet is because the maintenance man has no safe way of doing so.

The meeting was adjourned after a tour of the damaged mechanical room and the leak.





Athens Regional Library System

2025 Baxter Street • Athens, Georgia 30606 • Phone (706) 613-3650 • Fax (706) 613-3660

Request for Reconsideration of Library Materials

| | | |
|--|--|------------------------|
| Name (Please give full name) <u>Susan G. Cape</u> | | Date <u>3/10/09</u> |
| Address <u>205 TWIN Creek Shores</u> | | |
| City <u>Athens</u> | | Zip Code <u>30605</u> |
| Telephone: daytime <u>(706) 208-1067</u> | | evening <u>Same.</u> |
| E-mail: <u>scape14@gmail.com</u> | | |
| Branch Library <u>Oconee</u> | Call Number of Item <u>YA Portman</u> | |
| Author <u>Frank Portman</u> | | |
| Title <u>King Dork</u> | | |
| Format of Item (Please circle) <input checked="" type="radio"/> Book <input type="radio"/> Video <input type="radio"/> Audiobook <input type="radio"/> Magazine <input type="radio"/> Other | | |

1. What do you find objectionable and/or offensive about this item?
Please give specific details.

This is a young adult reader (4th/5th grade level)

And my 9 y/o was reading and showed me some very offensive words. He only got to page 6. Then I took

2. Please list the specific page numbers or section of any part that you find objectionable or offensive. the book away.

Middle (longer) H on page 6. 2ND Sentence

Fag and F-ck. This is unacceptable for a young adult reader (or any reader for that matter)

SERVING CLARKE, FRANKLIN, MADISON, OCONEE, AND OGLETHORPE COUNTIES

HEADQUARTERS: ATHENS-CLARKE COUNTY LIBRARY

3. Have you read (listened or viewed) the item in its entirety? If not, what pages or sections have you read (listened or viewed)?

Just thumbed through. page 6 is the page my 9yr old son found bad words

4. Have you read any critical reviews of this item? Please include source.

NO

5. Do you recommend that the library reclassify this item or remove it from the collection?

yes! I don't think reclassifying will help
b/c adult readers probably would not be interested
in the topic.

6. Do you have a recommendation for an alternative to this item?

Diary of a Wimpy Kid. (cute book).

The Athens Regional Library System appreciates your interest in the library's collection. You will receive written notification of the decision.

| | |
|---|----------------|
| Signature of Library User Submitting Reconsideration Form | Date |
| <i>Susan M. Cape</i> | <i>3/10/09</i> |
| Signature of Staff Member Receiving Reconsideration Form | Date |
| <i>Jackie Elsner</i> | <i>3/10/09</i> |

accepted 4/13/09

To: Oconee County Library Board

From: Review Committee for Challenged Materials. Janet Stratton and Art Zimmerman

April 2, 2009

The mother of a nine-year-old boy submitted a Request for Reconsideration of Library Materials on March 10, 2009, of the Young Adult novel King Dork by Frank Portman. This book is owned by Oconee County Library and shelved in the YA section.

The Review Committee finds this book appropriate for the library's collection and appropriate to be classified in the Young Adult section.

The Young Adult collection is selected by professional librarians to interest middle school and high school patrons.

It is library policy that staff does not monitor materials chosen for check out by any age patron.

The committee recommends no change in our library's holding of King Dork by Frank Portman and the book classification in the Young Adult section.



Athens Regional Library System

2025 Baxter Street • Athens, Georgia 30606 • Phone (706) 613-3650 • Fax (706) 613-3660

Request for Reconsideration of Library Materials

| | | |
|--|--|-----------------------------------|
| Name (Please give full name) JUSAN G. Cape | | Date 3/10/09 |
| Address 205 Twin Creek Shores | | |
| City Athens | | Zip Code 30605 |
| Telephone: daytime (100) 208-1067 | | evening same |
| E-mail: scape14@gmail.com | | |
| Branch Library Oconee | | Call Number of Item YA Portman |
| Author Frank Portman | | |
| Title King Dork | | |
| Format of Item (Please circle) <input checked="" type="radio"/> Book <input type="radio"/> Video <input type="radio"/> Audiobook <input type="radio"/> Magazine <input type="radio"/> Other | | |

1. What do you find objectionable and/or offensive about this item?
Please give specific details.

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SERVING CLARKE, FRANKLIN, MADISON, OCONEE, AND OGLETHORPE COUNTIES

HEADQUARTERS: ATHENS-CLARKE COUNTY LIBRARY

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4. Have you read any critical reviews of this item? Please include source.

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plc adult readers probably would not be interested
in the topic

6. Do you have a recommendation for an alternative to this item?

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| | |
|---|----------------|
| Signature of Library User Submitting Reconsideration Form | Date |
| <i>Susan M. Cape</i> | <i>3/10/09</i> |
| Signature of Staff Member Receiving Reconsideration Form | Date |
| <i>Jackie Eloner</i> | <i>3/10/09</i> |

ATHENS CLARKE COUNTY LIBRARY

DRAFT AGENDA

April 14, 2009

Call to order.

*Review and approve minutes of January 13, 2009 meeting.

Public Comment. [5 minute limit]

*Adopt Agenda.

Board Development/Training

Statistics and what they mean to us!

Advocacy

Financial Report.

Committee Reports.

1. Friends of the Library
2. Winterville Library
3. Board Development/Orientation
4. Endowment Board

Director's Report.

Unfinished Business.

1. 2010 ACC Proposed Budget Request – Finance Committee
2. Construction Update

New Business.

State Budget Information and Maintenance of Effort Policies

Correspondence.

Other Business.

Pinewoods Manager – Luisa Vazquez-Lopez, May 1
East Athens Vacancy
Volunteer Cookbook “Novel Dishes” – gift for members
Adjourn.

Announcements:

Next Meeting: July 14, 2009

National Library Week April 13-19

ATHENS CLARKE COUNTY LIBRARY BOARD
MINUTES
January 13, 2009 Meeting

Meeting was called to order at 4:00 by Chairman, Ms. Bogue. Those present were: Mr. Bentley, Ms. Dunn, Mr. Eberhard, Mr. Flick, Mr. Hopper, Ms. Lane, Mr. Patten, Mr. Prokasy, Ms. Reynolds, Mr. Timmons, Ms. Williams, Mr. Gaither, Mr. Caldwell and Ms. Kohl. Mr. Kauderer was absent. Staff members present were Ms. Atwood, Ms. Simonds, Mrs. Ames and Mr. Katzman, who recorded the minutes.

Ms. Bogue welcomed new Board member Warren Flick then asked that he and the Board members briefly introduce themselves.

The minutes of October 14, 2008 meeting were unanimously approved as corrected on a motion and second from Ms. Reynolds and Ms. Lane. The agenda was adopted on a motion and second from Mr. Timmons and Mr. Bentley.

No members of the public were present.

The Financial Report was presented for information purposes by Ms. Simonds. Half-way through the fiscal year shows both revenues and expenditures at slightly under the 50% range. Fines and fees have increase in response to increased circulation. We are already at 81% of supply expenditure. Electric and gas costs have increased. The State and Federal grant expenditures are at 46%. SPLOST funds have been reinstated in the budget for \$130,000 in FY09. \$43,000 in SPLOST funds have been expended for materials. Passport income has declined, but is expected to increase in the spring as it is seasonal. The balance of the passport account is \$153,476. Library Store revenues are \$10,600, with a net profit of \$5,999 and a balance of \$122,536.

Grants for FY08/09 include \$94,000 for FINRA Smart Investing, SPLOST, Friends, State Grants, and smaller ones such as Grassroots Arts. Ms. Ames thanked Mr. Caldwell for his assistance in developing the grant application and explained that money management classes would be offered. We would also try to get Clark Howard to speak about saving money.

Board Development – How to Read a Financial Report

The Board is ultimately responsible for finances and how money is spent. Ms. Simonds explained the breakdown by counties. She addressed the issue of our internal monitoring and control environment and how we document everything for proof to the auditor. It is up to the library board to monitor everything, including the yearly budget, expenditures and all revenues. Then she addressed the recent audit and how in the future the audit would rely more on the library staff to do internal monitoring of all monies. A question about the return of state funds was answered by Mrs. Ames to say that yes, we are required to return any unused state funds, but the library has never had to do so. She reviewed a spreadsheet

designed to show at a glance the regional budget and how it is distributed to the individual libraries in each county. She explained the difference in this budget and the financial report that is distributed to the board each quarter. Ms. Dunn asked what the Reserve fund was. Ms. Ames said that it holds vacation liability and a one month operating reserve, as an "unreserved balance."

Committee Reports followed

1. Materials Reconsideration – After committee review, Mr. Gaither reported back on the book, American Children's Folklore, which contains some objectionable content that had been reported by a patron where it had been cataloged for the Children's section. It was recommended that it be reclassified for the Adult section. This was unanimously passed after a motion by Mr. Gaither and second by Ms. Reynolds.

2. Friends of the Library – Mr. Hopper reported on the last Café au Libris which took in \$800, half of the revenue of last year. He spoke of the upcoming winter book sale on February 24 through 28 and urged members to work as well as purchase books. On the last day a bag of books is just \$5.

3. Winterville – Ms. Reynolds reported an increase to over 800 patrons in 2008. She mentioned a consolidation of services, better disability access, significant water reduction due to better resource management.

4. Board Development Committee – Ms. Lane spoke of the Tools For Trustees book, listing the five areas—Financial, Policy, Personnel, Planning, Advocacy—which will be covered individually at each future meeting. Today's focus was Financial. She asked members to contact her if there were any suggestions.

Director's Report – Mrs. Ames spoke of receiving mail from Representative Bob Smith which mentions that libraries should be "showcases for technology," advocating more state of the art technology such as the Kindle Reader. She agrees with that if we have the funds. She said that a pilot project for the Kindle might be possible. Mrs. Ames mentioned that the Regents Public Library Advisory Committee met with attorney Sharon Gay to examine the possibility of the development of a plan for library-specific taxing districts. The budget proposal submitted to the Athens-Clarke County Commissioners will be presented on February 24 meeting at 7:15 PM at the Planning Department. It is open to the public and there will be fifteen minutes to present our budget and fifteen minutes for questions from the Commissioners.

Page Three
Athens-Clarke County Library
January 13, 2009

New Business.

Mrs. Ames spoke about the budget proposal. She said that while the Finance Department suggested a 2% increase was allowed, we also need to suggest a 5% reduction.

Options for this reduction include:

1. Close Outreach Centers.
2. Close headquarters library one day a week.
3. Lay off people.

This ranking needs to be approved by the board. Mr. Gaither asked about the various scenarios. Mrs. Ames said possibly closing East Athens, Pinewoods or Lay Park or freezing vacancies. She said that Winterville funding is solid and should not be touched. And that to close Outreach is better than closing the headquarters one day a week (either Friday or Saturday, the least used days). Opening at 10 AM would not matter as there must be coverage for three shifts. We would need to close one full day to cover it, so it is better to freeze vacancies. The proposed increase of 2% would be used for salary and training with a ¼% increase towards technology; we need a computer schedule and need to update our computers and start to replace them.

There was a motion to approve budget by Mr. Eberhard and a second by Mr. Prokasy. The budget was unanimously passed. The County Commission will approve a budget by June 30 and at that time the Finance Committee would review any funding impact. The budget goes into effect July 1.

Legislative Issues.

Mr. Bentley spoke of trying to set up a meeting with new Commissioners Mike Hamby and Ed Robinson by February. Mr. Hopper emphasized again that Representative Bob Smith is into technology. Ms. Lane said that we must talk to every member of the Higher Education Committee because it is a very political year and that every member needs to phone or write legislators about our addition and renovation project. She emphasized what the public will gain from it, including up to date technology and enhanced services. She said that we need state funding to complete our project and that we are #4 on the Governor's list.

Correspondence and Communications folder was passed around to board members for information. Pam Blake sent a thank you note.

Page Four
Athens-Clarke County Library
January 13, 2009

Other Business.

Ms. Bogue recognized the board service of JoEllen Childers and her certificate and the book donated in her name. Mrs. Ames mentioned that Pinewoods was one of four finalists for the Library Journal's Best Small Library in America recognition and had received 2 all-expense-paid trips to Portland to participate in the Public Library Association's national conference in March 2010 as well as memberships to the PLA for two people.

Mr. Eberhard asked about Pinewoods budget. Mrs. Ames said that it is included as a line item in our budget, and half-way through the fiscal year we have spent \$4,696.60 for rent and utilities.

She announced the Scottish Heritage Festival on January 24 as part of a Georgia Humanities Grant in conjunction with the Lyndon House.

Next meeting: April 14, 4 PM.

The meeting was adjourned at 5:10 PM.

Kathryn S. Ames, Secretary

Athens-Clarke County Library
FY2009
July 1, 2008 through March 31, 2009

| | <u>Budget</u> | <u>Amount</u> | | <u>% of Budget</u> |
|---------------------------------|---------------------|---------------------|-------------------|--------------------|
| <i>Revenue:</i> | <u>Amount</u> | <u>Received</u> | <u>Balance</u> | <u>Received</u> |
| Athens-Clarke County Commission | 1,643,352.00 | 1,232,514.00 | 410,838.00 | 75.00% |
| City of Winterville | 13,000.00 | 9,000.00 | 4,000.00 | 69.23% |
| ACCL Fines and Fees | 70,000.00 | 61,970.02 | 8,029.98 | 88.53% |
| ACCL Copy Money | 15,000.00 | 19,558.16 | (4,558.16) | 130.39% |
| ACCL Meeting Room | 1,950.00 | 1,588.65 | 361.35 | 81.47% |
| Outside Revenues* | 83,656.00 | 56,083.30 | 27,572.70 | 67.04% |
| Winterville Fines | 1,000.00 | 1,116.19 | (116.19) | 111.62% |
| Winterville Copy | 125.00 | 279.46 | (154.46) | 223.57% |
| Interest | 6,000.00 | 3,756.12 | 2,243.88 | 62.60% |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

* Revenues from Passport, Library Store and Endowment

| | <u>Budget</u> | <u>Amount</u> | | <u>% of Budget</u> |
|--|---------------------|---------------------|-------------------|--------------------|
| <i>Expenditures:</i> | <u>Amount</u> | <u>Expended</u> | <u>Balance</u> | <u>Expended</u> |
| Outreach | 44,000.00 | 33,000.00 | 11,000.00 | 75.00% |
| Wages/Benefits | 1,563,187.00 | 1,170,030.37 | 393,156.63 | 74.85% |
| Workers Compensation | 6,500.00 | 6,500.00 | - | 100.00% |
| Equipment Repair and Maint. | 8,000.00 | 9,768.30 | (1,768.30) | 122.10% |
| Telephone | 14,000.00 | 8,946.94 | 5,053.06 | 63.91% |
| Postage | 6,825.00 | 3,577.72 | 3,247.28 | 52.42% |
| Travel | 2,500.00 | 111.87 | 2,388.13 | 4.47% |
| Advertising | 7,000.00 | 2,560.18 | 4,439.82 | 36.57% |
| Insurance | 5,000.00 | 5,018.28 | (18.28) | 100.37% |
| Supplies | 29,171.00 | 31,572.52 | (2,401.52) | 108.23% |
| Materials | 15,000.00 | 969.20 | 14,030.80 | 6.46% |
| Printing and Publicity | 3,700.00 | 1,616.97 | 2,083.03 | 43.70% |
| Equipment Purchase | 5,000.00 | 2,260.99 | 2,739.01 | 45.22% |
| Dues/Registration | 1,500.00 | 220.00 | 1,280.00 | 14.67% |
| Cleaning Service | 11,000.00 | 7,730.00 | 3,270.00 | 70.27% |
| Electricity | 90,000.00 | 75,778.51 | 14,221.49 | 84.20% |
| Storm Water Drainage | 2,200.00 | 1,023.27 | 1,176.73 | 46.51% |
| Other Operating Expenditures (Pinewoods) | | 8,171.52 | (8,171.52) | |
| Gas Heat | 12,000.00 | 13,852.70 | (1,852.70) | 115.44% |
| Water, Sewer, Garbage | 7,500.00 | 3,156.56 | 4,343.44 | 42.09% |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

Revenue over (under) expenditures

-

-

-

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|-------------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| State and Federal Grants: | | | - | |
| Personnel | 661,255.57 | 495,941.68 | 165,313.89 | 75.00% |
| Materials | 75,739.78 | 53,401.80 | 22,337.98 | 70.51% |
| System Services Grant | 141,019.48 | 105,764.61 | 35,254.87 | 75.00% |
| Special Needs Learning Center | <u>127,912.22</u> | <u>80,320.82</u> | <u>47,591.40</u> | <u>62.79%</u> |
| | <u>1,005,927.05</u> | <u>735,428.91</u> | <u>270,498.14</u> | <u>73.11%</u> |
| | | | - | |
| | | | - | |
| SPLOST: | <u>130,000.00</u> | <u>60,295.62</u> | <u>69,704.38</u> | <u>46.38%</u> |
| | | | - | |
| Total State Grants & SPLOST | <u>1,135,927.05</u> | <u>795,724.53</u> | <u>340,202.52</u> | <u>70.05%</u> |
| Fund Equity ("Reserve") | | | | |
| Fund Equity ("Reserve") at 07/01/08 | 281,179.32 | | | |
| Less Reserved/ Identified Funds: | | | | |
| Vacation Liability | (142,136.77) | | | |
| One Months Operating Expense | <u>(152,840.25)</u> | | | |
| | <u>(13,797.70)</u> | | | |

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2009

Revenues

07/01/08 -3/31/09 34,555.00

Total Revenues 34,555.00

Expenditures

Verizon Pagers 13.67

Supplies 106.57

Postage through 03/31/2009 296.45

Total Expenditures 416.69

Net Profit Current Year 34,138.31

Balance in Passport Account 170,339.93

Library Store Revenue and Expense Statement FY2009

Revenues

07/01/08 -3/31/09 14,320.10

Total Revenues 14,320.10

Expenditures

Supplies 97.51

Equipment -

Dues and Registrations 185.00

Travel 706.20

Sales Tax 1,002.41

Bank Fees 315.24

Library Store Cost of Goods 3,840.93

Total Expenditures 6,147.29

Net Profit Current Year 8,172.81

Balance in Library Store Account 130,709.02

Grants Athens Regional Library FY2008-FY2009

| Source of Funding | Description | Amount |
|--|--|----------------------|
| Finra Investor Education Foundation | "Smart Investing @ your Library" | 94,510.00 |
| Georgia Humanities Council | "Telling My Own Story Graphic Novel Project" | 223.00 |
| Georgia Humanities Council | "Looking at Jazz" | 1,000.00 |
| "Let's Talk About it" Jewish Lit Grant | Jewish Literature Grant | 2,000.00 |
| ACCL SPLOST | Materials Grant | 130,000.00 |
| ACCL FOL | Wish List FY09 | 36,243.00 |
| Georgia Humanities Council | Scottish Festival Grant | 2,000.00 |
| TOTAL | | \$ 265,976.00 |

Account number: 248-05926-1-3
Statement type: Preferred
January 31 - February 27, 2009

201 Progress Parkway
Maryland Heights, MO 63043-3042
www.edwardjones.com
Member SIPC

Edward Jones
MAKING SENSE OF INVESTING

ATHENS CLARKE COUNTY LIBRARY
ENDOWMENT FUND INC
2025 BAXTER STREET
ATHENS GA 30606-6331

HUNTER BAKER
1684 PRINCE AVENUE
SUITE A
ATHENS GA 30606
706-548-1696
877-548-1696

Value Summary

| | |
|--------------------|--------------|
| Value on Feb 27 | \$571,930.82 |
| Value on Jan 31 | \$581,635.51 |
| Value one year ago | \$630,580.07 |

Summary of Your Assets

| Held at Edward Jones | Value on Feb 27 | Value on Jan 31 | Dollar change |
|------------------------------|---------------------|---------------------|--------------------|
| Cash & money market | \$7,673.91 | \$4,884.82 | \$2,789.09 |
| Certificates of deposit | 460,259.80 | 460,319.15 | -59.35 |
| Mutual funds | 103,997.11 | 116,431.54 | -12,434.43 |
| Total at Edward Jones | \$571,930.82 | \$581,635.51 | -\$9,704.69 |

Summary of Your Income

| Income distributions from securities | This period | | | Year-to-date | | |
|--------------------------------------|-------------------|----------|-------------------|-------------------|----------|-------------------|
| | Taxable | Tax-free | Total | Taxable | Tax-free | Total |
| Money market dividends | \$1.15 | — | \$1.15 | \$2.42 | — | \$2.42 |
| Interest | 2,787.94 | — | 2,787.94 | 3,042.73 | — | 3,042.73 |
| Total | \$2,789.09 | — | \$2,789.09 | \$3,045.15 | — | \$3,045.15 |

Your Assets at Edward Jones

| Cash and money market funds | 7-day current yield | 7-day compounded yield | Current value |
|--|------------------------|---------------------------|-------------------|
| Money market | 0.09% | 0.09% | \$7,673.91 |
| Total cash and money market funds | | | \$7,673.91 |

Athens-Clarke County Library Endowment Fund, Inc.
Balance Sheet
period ending 03/31/2009

| | |
|--|----------------------|
| Cash Suntrust Bank | 83,617.80 |
| Cash and money market funds - Edward Jones Investments | 7,673.91 |
| Certificates of deposit - amount invested | 450,000.00 |
| Mutual Funds - amount invested | 176,500.00 |
| TOTAL | \$ 717,791.71 |

| | |
|-----------------------------------|----------------------|
| Accounts Payable | 0.00 |
| Total Liabilities and Fund Equity | 717,791.71 |
| TOTAL | \$ 717,791.71 |

| | |
|---|----------------------|
| Edward Jones amount invested | \$ 634,173.91 |
| Edward Jones : | |
| Market Value of Cash and Investments as of 2/28/2009 | \$ 571,930.82 |
| Variance | (62,243.09) |

Income Statement

| | 01/01/09-3/31/09 |
|-----------------------|------------------|
| Income | 40.00 |
| Interest | 44.58 |
| TOTAL REVENUES | 84.58 |

SPENDING ACCOUNT 1/1/09-12/31/09
Collection Purchases

-

Director's Report
April 14, 2009

The first month of the quarter is always busy with regional board meetings and budget discussions. This year was no exception with six quarterly board meetings on Jan. 8, 12, 13, 15, 20 and budget meetings on Jan. 7, 12, 14 and 15. As a part of the regional board meeting, we opened bids for insurance services. This is a major budget item including contents for 11 buildings, auto insurance for 3 vehicles, liability on all facilities, errors and omissions insurance for all staff and trustees, worker's compensation, special art riders, and bonding. Bids were opened on Jan. 15 and the insurance contract was awarded to Boswell Group. The total cost of insurance decreased slightly as a result of this process and a review of our coverage.

The Regents Public Library Advisory Committee [RPLAC] has proposed that the Georgia Public Library Services consider a new method of funding for public libraries. The proposal calls for the development of two demonstration models, one in North and one in South Georgia. This model will examine the cost effectiveness of merging some regional services, the efficiencies of scale, and ultimately, customer service and satisfaction which should remain at least as high as it currently is. Carl Vinson Institute of Government officials will work with the project to ensure that this is thoroughly documented and tested. Since this plan was developed based on my proposal, the first test program will be in Athens with Piedmont Regional [Banks, Jefferson and Barrow Counties], Elbert County and possibly other nearby systems. CVOIG is also responsible for ensuring that one county/system does not bear the full cost of the project and grant funds will be available to help facilitate some of the project.

RPLAC is also looking very carefully at several other issues that impact public libraries including the Maintenance of Effort requirements. This policy states that if the level of local support falls below the previous year's level of support, then state grant funding, which totals over \$1 million for ARLS, would be lost. This includes not only the direct grants but also things like access to Galileo, PINES, GOLD, and internet access. Unfortunately, because of the economic crisis, many libraries are finding their budgets declining. RPLAC voted to continue to support the MOE requirements, but did establish the concept of a waiver in extraordinary circumstances.

RPLAC has continued to meet with Atlanta attorney Sharon Gay to develop a proposal which will go to the legislature next year to establish a public library taxing authority. This legislation would enable each library system, once a county has approved such, to set a millage rate for library services and would remove the annual "begging and pleading" for local support. Rep. Bob Smith has spoken in support of this idea, and we hope it will move forward in next year's legislative session.

In February, I met with architects Rob and Carmen Ponder and local officials to examine the possibility of building additions in both Danielsville and Royston. Both are on the shovel ready list of projects and we needed to obtain a feasibility analysis. Within the budgets that we've established, both would be do-able. In Danielsville, we would likely expand the building by 8000 square feet and expand to meet service needs. In Royston, we examined the possibility of trading spaces with the city. City Hall would move to the current Library space, and the Library would move to the space now occupied by City Hall, a Community Building, and the Ty Cobb plaza. This option was of great concern but the architects have envisioned a very dramatic building with existing funds. Both projects are now officially moved up the list of projects for FY2011 and I have begun developing the Building Programs. A draft of each is due on June 1 and will include community analysis, building space needs, and financial information.

Mike Moak, chair of the Madison county board, and I met with the new county commission chairman, Anthony Dove, in Madison County to discuss the SPLOST funding for their building addition. Originally, \$750,000 was proposed for the library addition and collection growth. To meet state funding guidelines, we would use \$582,000 for construction leaving a generous amount for materials. Actual SPLOST collections have declined below expectations, so that may reduce book purchases. Ed Bowns, Rita Shoemaker and I met with the Mayor of Royston, the city manager and a councilman to discuss funding for the building swap and they will vote on Tuesday evening to finalize finances for this project which is estimated to be approximately \$2 million including state funding.

The auditors finally completed the state audit of our 2007 fiscal year on Jan. 22. There were no surprises; we will be discussing the findings in detail at the Regional Board meeting, but most were carryovers from the prior fiscal year and we have now taken corrective action. It is expected that we'll have an audit completed for fiscal year 2008 before the end of August. We are making a change from having a state auditor to using a CPA who has worked with audits for years. Instead of spending weeks at the library pulling records, they will be here only for a few days. When Mamie announces their arrival, her office will be totally off limits to everyone for everything except dire emergencies.

We received a grant from the Georgia Humanities Council, in coordination with the Lyndon House and the Thistle and Kudzu Society, to develop a Scottish Festival. This was held on Sat. Jan. 24 and was a huge success. Jackie Elsner provided stories and Laura Carter offered two sessions of Scottish genealogy. Laura later followed up with a more advanced session. Rhiannon Eades worked on publicity and took pictures of the event. She enjoyed the program, but will pass next time on the haggis!

February and March were dedicated to legislative issues. There was no great cheer in the regular FY2010 budget as the overall budget reductions, as ordered by the Governor's Office, were significant. We had hoped for some Maintenance, Repair and Renovation funds, but this was eliminated at the end of the session; a small amount was restored for books. We owe a huge debt of gratitude to the work of Senator Bill Cowsert who worked with the Senate Appropriations Chairman, Jack Hill, to get our Athens project restored to the construction budget. He spent a lot of time ensuring that funding was restored in the 2010 budget and that it remained there when other reductions were being considered. We await the Governor's signature on the overall package. Please thank Senator Cowsert! His support was absolutely essential.

Rep. Bob Smith of Watkinsville is chairman of the House Appropriations Subcommittee on Higher Education and thus has a great influence on public library budgets. One of his major interests is the Library of the Future. I visited Cisco Systems on March 5 at his invitation—they have a really terrific conferencing system which could eliminate a lot of travel to meetings. In addition, there are some opportunities for offering more patron-created content for web pages which would be interesting to both staff and the public. I met with Bob three times during February plus Legislative Day; unfortunately, the House Appropriations Sub-Committee took the Athens Library construction program out of the budget package!

There was a meeting of Talking Book Center library directors where we discussed the future of the service. Several systems are merging [Rome/LaFayette and Columbus/Bainbridge/Albany] and eventually, there will be more emphasis on outreach and customer service. The plan is to warehouse most of the green boxes since the computer system is very efficient in keeping track of users. Gradually, a new digital system will replace the cassettes and will require less storage than

we now provide. The emphasis on identifying people eligible for the service is long overdue, so this could be beneficial for our service.

Donna Brumby, Clare Auwarter, Jackie Elsner and I met with interiors specialist Rene Severson who is handling the redesign of the Oconee County children's area. This project will include new carpeting, paint and a reorganization of the existing space. Other things will be added as we can raise funds for them.

The Athens Board presentation to the Clarke County Commissioners was on Feb. 24. We were limited to requesting a 2% budget increase [\$32,000] and also had to propose a 5% budget reduction. The commissioners made a point of appreciating the library's role in the community and for our assistance with people who are using computers for job searches, building computer skills, and making resumes. Our human interest stories help to bring the library alive. Commissioner Kathy Hoard told us and others that she was particularly impressed with our computer use. All these stats and the stories you share do make a difference!

The Library System Director's Meeting held in Decatur on Feb. 25 focused on cyber security, workforce development and library audits. Discussions from Nate Rall, state construction coordinator, who announced that there must be a reconfirmation of the local financial commitment before a state grant for construction can be approved; Richard Brock, the E-Rate expert, who said that technology plans are OK until 7-30-2010; Tim Daniels, the new coordinator for technology, who announced that PINES courier services from the state will continue for the next 2 years; Lyn Hopper who is working on the Talking Book Service plan that has been sent out for review, Elaine Black, Children's Services Coordinator, who announced visits from Clifford the Big Red Dog who will be in Athens this summer. Lamar Veatch, State Librarian, discussed the stimulus package, but much is still unknown. He wants to see if we can qualify for firewalls, MRR projects, and maybe an expansion of bandwidth.

Work Ready Certification was launched in 2006 by the Governor and the Georgia Chamber of Commerce to improve job training and marketability of the state's workforce. This initiative assesses the skills of Georgia's workers, provides job training, and helps companies match people with the right jobs. The program assesses core skills in math, reading, and locating information and then also measures work habits and behaviors. The program will provide certification for those that complete the classes. For more information, go to www.gaworkready.com. These free assessments are offered at the technical colleges and 3 components are offered. It's definitely something we will offer a link to from our website.

13 trustees from our system attended Library Legislative Day in Atlanta. It was a disaster from my perspective! As it happened, the room was far too small to handle the group. The legislators met in session through lunch and adjourned just in time to go to committee meetings. We did visit the Capitol and managed to speak with many members of our delegation including two new members from Franklin County. As always, they are uniformly supportive of libraries and of construction projects. And it's always good for legislators to meet people from their area; I appreciate those board members who attended.

Rep. Smith took an hour after lunch to meet with the 11 projects on the construction list and to talk about his excitement generated by technology-- he spoke enthusiastically about libraries. However, he foresees the decline of the book and was quite excited about Kindle. He cannot be dissuaded about the Kindle. In his mind, one can scan in most any kind of document from the desktop. So in addition to books, magazines, and newspapers, one could also access his word documents. And he sees us lending Kindles loaded with various types of books. The proprietary

nature of amazon.com right now would prohibit that, but it's an interesting idea. I am asking the Friends to purchase 3 Kindle units plus enable us to download titles to each unit for staff to use with the ultimate goal of considering the units for circulation.

Rhiannon Eades, Mark Katzman and I toured the region and visited Lavonia, Royston, Danielsville, Lexington, Lay Park, Watkinsville, Bogart and Pinewoods. A long day, but it gave us the opportunity to see the diversity of the region and to meet the people at the other end of the phone/e-mail. Lay Park was by far the busiest per square foot that day! Dorothy Harrison had children everywhere vying for her attention! By the time we got to Pinewoods, school was out and there were children everywhere there as well.

In March, the Lyndon House and I submitted a \$10,000 grant application to the Georgia Council for the Arts with the goal of providing art classes and programs at the Pinewoods Library. We will be presenting our proposal to the Board of the GCA on April 28 at 9:00 AM in Atlanta. We've been notified that the system has been awarded 12 grants from the National Endowment for the Humanities and the American Library Association for books and programs featuring Picturing America. As a part of this program, we will encourage families to take pictures of what makes their local communities unique and interesting and will display them in our libraries and hope to set up a photo archive on our webpage.

Looking forward to the next quarter includes planning for the Summer Reading Program. We anticipate a full range of special events and want to thank the Friends of the Library in each of our member counties for agreeing to help pay for programs. There were no federal funds available this year to support special events, and the Friends have stepped up to help. I will be working on the Building Program documents for both Madison and Royston with the June 1 deadline looming.

As you know, Miguel Vicente has taken a position as the City of Commerce Librarian with a \$10,000 salary increase. This was a good move for him not only because of the salary, but because he will gain valuable experience in working in a totally different environment! We have offered the position to Luisa Vazquez, a native of Puerto Rico, and currently working as the 4-H extension person in Pinewoods. We had several very qualified applicants and feel confident that Luisa will do a great job when she begins on May 1. And we have several other personnel slots to fill including the search for a new manager at East Athens Resource Center working from 2-6 Monday-Thursday. We will be looking for student assistants for the summer who will help with shelving and crowd control as well as filling in for vacations and other scheduling responsibilities. And Rhiannon is searching for a journalism/PR major to serve as an intern for the next year.

Clare Auwarter, whose husband Alan died of cancer last week, will be returning to the library staff on May 1 as well. Jackie Elsner has served admirably as the interim branch manager at Oconee County during the past year. And Kim James continued her low income daycare center visits while managing the children's area. I thank all on the staff throughout the region for helping manage this process to free up Clare to be at home.

Finally, I was invited to attend the 50th anniversary of the Title VI program in Washington, DC, spoke briefly in one session about the value of public library partnerships with our academic and community colleagues, and met Madeline Albright who was the keynote speaker. A very impressive lady!

Circulation Statistics FY2009

Athens-Clarke

| | FY 2002 | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY 2007 | FY2008 | FY 2009 |
|------------|---------|---------|---------|---------|---------|---------|---------|---------|
| July | 54,412 | 61,427 | 56,169 | 53,509 | 53,491 | 56,063 | 56,744 | 63,279 |
| August | 45,419 | 49,293 | 46,784 | 47,914 | 52,103 | 51,182 | 49,007 | 53,537 |
| September | *41,353 | 47,240 | 48,377 | 47,886 | 46,997 | 49,186 | 45,344 | 51,046 |
| October | 47,122 | 57,452 | 50,682 | 49,784 | 47,474 | 47,202 | 49,665 | 50,792 |
| November | 45,608 | 45,848 | 47,586 | 48,175 | 45,990 | 43,597 | 45,154 | 49,973 |
| December | 35,416 | 37,140 | 39,831 | 39,598 | 36,808 | 36,177 | 39,751 | 45,163 |
| January | 46,477 | 46,254 | 47,850 | 48,081 | 47,340 | 46,128 | 48,729 | 51,868 |
| February | 46,153 | 45,418 | 46,870 | 46,113 | 47,215 | 43,600 | 47,359 | 50,294 |
| March | 49,845 | 49,447 | 51,329 | 50,688 | 48,100 | 45,874 | 49,770 | 53,301 |
| April | 49,952 | 47,080 | 44,599 | 45,468 | 43,983 | 43,040 | 48,944 | |
| May | 48,281 | 48,821 | 45,217 | 46,441 | 47,019 | 47,899 | 51,410 | |
| June | 57,337 | 61,775 | 60,061 | 59,790 | 59,460 | 57,862 | 62,009 | |
| TOTALS | 526,022 | 597,195 | 585,355 | 583,447 | 575,980 | 567,810 | 593,886 | |
| In-House L | 496,860 | 443,508 | 379,730 | 342,732 | 193,349 | 534,924 | 485,212 | |

Winterville Branch Library

| | FY 2002 | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|---------|---------|---------|---------|
| July | 1,174 | 1,295 | 1,616 | 1,294 | 1,116 | 1,468 | 1,536 | 1,874 |
| August | 909 | 1,026 | 1,103 | 1,145 | 902 | 1,104 | 1,226 | 1,491 |
| September | 2,543 | 1,006 | 1,216 | 829 | 714 | 932 | 1,219 | 1,728 |
| October | 738 | 990 | 990 | 963 | 921 | 1,002 | 1,296 | 1,736 |
| November | 723 | 1,097 | 874 | 998 | 1,430 | 930 | 1,179 | 1,575 |
| December | 479 | 618 | 1,137 | 771 | 667 | 607 | 1,190 | 1,266 |
| January | 598 | 760 | 922 | 777 | 1,052 | 789 | 1,282 | 1,605 |
| February | 818 | 771 | 743 | 797 | 1,073 | 805 | 1,187 | 1,595 |
| March | 818 | 927 | 1,096 | 817 | 1,152 | 927 | 1,237 | 1,737 |
| April | 676 | 706 | 807 | 636 | 811 | 893 | 1,158 | |
| May | 1,139 | 1,265 | 973 | 784 | 1,137 | 1,230 | 1,686 | |
| June | 1,544 | 1,018 | 1,407 | 1,473 | 1,669 | 1,499 | 2,128 | |
| TOTALS | 12,159 | 11,479 | 12,884 | 11,284 | 12,644 | 12,186 | 16,324 | |
| In-house Use | | 11,596 | 3,562 | 3640 | 2,743 | 12,220 | 17,420 | |

Bookmobile/Outreach

| | FY 2002 | FY 2003 | FY2004 | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|-----------|---------|---------|--------|---------|---------|---------|---------|---------|
| July | 1,905 | 3,391 | 397 | 342 | 157 | 524 | 547 | 477 |
| August | 581 | 1,078 | 262 | 317 | 173 | 683 | 284 | 613 |
| September | 13 | 1,765 | 286 | 49 | 173 | - | 435 | 490 |
| October | 829 | 2,126 | 2,174 | 323 | - | - | 520 | 339 |
| November | 1,487 | 1,530 | 219 | 217 | 1,555 | - | 580 | 454 |
| December | 1,162 | 1,826 | 195 | 248 | 1,261 | - | 324 | 197 |
| January | 2,256 | 2,243 | 131 | 135 | 1,758 | 5 | 538 | 108 |
| February | 2,576 | 1,589 | 1,820 | 165 | 765 | - | 506 | 349 |
| March | 1,335 | 950 | 1,858 | 331 | 1,002 | 601 | 487 | 160 |
| April | 1,456 | 1,826 | 143 | 227 | 810 | 161 | 420 | |
| May | 1,075 | 1,558 | 292 | 293 | 543 | 434 | 301 | |
| June | 559 | 194 | 377 | 244 | 479 | 412 | 555 | |
| TOTALS | 15,234 | 20,076 | 8,154 | 2,891 | 8,676 | 2,820 | 5,497 | |

East Athens Resource Center

| | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|--------|---------|---------|
| July | | 133 | 978 | 492 | 1,194 | 1,119 | 1,656 |
| August | | 80 | 454 | 478 | 274 | 750 | 805 |
| September | | 234 | 34 | 265 | 38 | 579 | 977 |
| October | 33 | 917 | 1,124 | 518 | 520 | 1,030 | 777 |
| November | 9 | 426 | 218 | 849 | 835 | 433 | 417 |
| December | 193 | 585 | 34 | 502 | 1,710 | 649 | 451 |
| January | 158 | 635 | 828 | 58 | 1,638 | 590 | 332 |
| February | 227 | 538 | 41 | 577 | 1,438 | 405 | 466 |
| March | 148 | 533 | 391 | 340 | 900 | 734 | 548 |
| April | 129 | 837 | 413 | 478 | 936 | 782 | |
| May | 111 | 578 | 589 | 1222 | 797 | 1,064 | |
| June | 52 | 777 | 580 | 1892 | 605 | 1,602 | |
| TOTALS | 1,060 | 6,273 | 5,684 | 7671 | 10,885 | 9,737 | |
| In-House Use | 639 | 10,166 | 9,204 | 2,626 | 17,940 | 7,748 | |

Lay Park Resource Center

| | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|--------|---------|---------|
| July | | 137 | 3,549 | 686 | 1,428 | 1,596 | 1,130 |
| August | | 73 | 990 | 398 | 666 | 1,022 | 990 |
| September | | 382 | 543 | 257 | 1,148 | 1,068 | 1,056 |
| October | 4 | 381 | 644 | 1058 | 1,156 | 939 | 1,154 |
| November | 49 | 385 | 538 | 358 | 926 | 965 | 541 |
| December | 238 | 423 | 475 | 746 | 700 | 731 | 935 |
| January | 167 | 373 | 497 | 888 | 832 | 650 | 956 |
| February | 112 | 124 | 395 | 773 | 872 | 843 | 816 |
| March | 160 | 177 | 999 | 1004 | 952 | 1,182 | |
| April | 127 | 139 | 533 | 1343 | 1,161 | 1,144 | |
| May | 118 | 172 | 1,077 | 1222 | 1,257 | 1,157 | |
| June | 44 | 3,894 | 1,066 | 2304 | 1,578 | 1,948 | |
| TOTALS | 1,019 | 6,660 | 11,306 | 11037 | 12,676 | 13,245 | |
| In-House Use | 999 | 13,988 | 6,396 | 6,656 | 30,680 | 16,276 | |

Pinewoods Library and Learning Center

| | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|---------|
| July | | 440 | 274 | 1821 | 1,564 |
| August | | 977 | 171 | 1988 | 1,878 |
| September | | 341 | 1504 | 1675 | 1,543 |
| October | | 303 | 1492 | 1451 | 1,835 |
| November | | 1285 | 1392 | 2406 | 1,938 |
| December | | 141 | 1050 | 1148 | 1,250 |
| January | | 334 | 2012 | 1934 | 2,127 |
| February | | 145 | 1546 | 2229 | 2,082 |
| March | 110 | 539 | 917 | 2367 | 1,368 |
| April | 603 | 147 | 1104 | 1439 | |
| May | 744 | 117 | 703 | 1544 | |
| June | 664 | 2743 | 284 | 1231 | |
| TOTALS | 2,121 | 7512 | 12449 | 21,233 | |
| In-House Use | | 12,284 | | | |

CIRCULATION

| Athens | 2007-08 | 2008-09 |
|-------------------|----------------|----------------|
| July | 56,744 | 63,279 |
| August | 49,007 | 53,537 |
| September | 45,344 | 51,046 |
| October | 49,665 | 50,792 |
| November | 45,154 | 49,973 |
| December | 39,751 | 45,163 |
| January | 48,729 | 51,868 |
| February | 47,359 | 50,294 |
| March | 49,770 | 53,301 |
| TOTAL | 431,523 | 469,253 |
| % increase | 8.74% | |

East A.

| | | |
|-------------------|--------------|--------------|
| July | 1119 | 1,656 |
| August | 750 | 805 |
| September | 579 | 977 |
| October | 1030 | 777 |
| November | 433 | 417 |
| December | 649 | 451 |
| January | 590 | 332 |
| February | 405 | 466 |
| March | 734 | 548 |
| TOTAL | 6289 | 6,429 |
| % increase | 2.23% | |

Lay Park

| | | |
|-------------------|---------------|--------------|
| July | 1596 | 1,130 |
| August | 1022 | 990 |
| September | 1068 | 1,056 |
| October | 939 | 1,154 |
| November | 965 | 541 |
| December | 731 | 935 |
| January | 650 | 956 |
| February | 843 | 816 |
| March | 1,182 | 903 |
| TOTAL | 8996 | 8,481 |
| % decrease | -5.72% | |

Wint.

| | | |
|--------------|---------------|---------------|
| July | 1,536 | 1,874 |
| August | 1,226 | 1,491 |
| September | 1,219 | 1,728 |
| October | 1,296 | 1,736 |
| November | 1,179 | 1,575 |
| December | 1,190 | 1,266 |
| January | 1,282 | 1,605 |
| February | 1,187 | 1,595 |
| March | 1,237 | 1,737 |
| TOTAL | 11,352 | 14,607 |

OVERALL 2007-08**2008-09**

| | | |
|-------------------|----------------|----------------|
| | 431,523 | 469,253 |
| | 6,289 | 6,429 |
| | 8,996 | 8,481 |
| | 11,352 | 14,607 |
| | 17,019 | 15,585 |
| TOTAL | 475,179 | 514,355 |
| % increase | 8.24% | |

% increase 28.67%

Pinewoods

| | | |
|-------------------|---------------|---------------|
| July | 1821 | 1,564 |
| August | 1988 | 1,878 |
| September | 1675 | 1,543 |
| October | 1451 | 1,835 |
| November | 2406 | 1,938 |
| December | 1148 | 1,250 |
| January | 1934 | 2,127 |
| February | 2229 | 2,082 |
| March | 2,367 | 1,368 |
| TOTAL | 17,019 | 15,585 |
| % decrease | -8.43% | |

COMPUTER USE

| Athens | 2007-08 | 2008-09 |
|-------------------|----------------|----------------|
| | 157,897 | 183,572 |
| % increase | 16.26% | |

| East A. | 2007-08 | 2008-09 |
|-------------------|----------------|----------------|
| July | 217 | 210 |
| August | 214 | 342 |
| September | 125 | 301 |
| October | 214 | 354 |
| November | 100 | 289 |
| December | 140 | 323 |
| January | 228 | 199 |
| February | 174 | 237 |
| March | 204 | 241 |
| TOTAL | 1616 | 2,496 |
| % increase | 54.46% | |

| Lay Park | 2007-08 | 2008-09 |
|-------------------|----------------|----------------|
| July | 189 | 204 |
| August | 190 | 202 |
| September | 172 | 277 |
| October | 169 | 304 |
| November | 131 | 257 |
| December | 5 | 353 |
| January | 13 | 210 |
| February | 191 | 184 |
| March | 326 | 275 |
| TOTAL | 1,060 | 2,266 |
| % increase | 113.77% | |

| Wint. | 2007-08 | 2008-09 |
|--------------|----------------|----------------|
| July | 283 | 212 |
| August | 224 | 242 |

| OVERALL 2007-08 | 2008-09 |
|------------------------|------------------------|
| | 157,897 183,572 |
| | 1,616 2,496 |
| | 1,060 2,266 |
| | 1,859 2,325 |
| | 12,190 13,314 |
| TOTAL | 174,622 203,973 |
| % increase | 16.81% |

| | | |
|-------------------|---------------|-------|
| September | 217 | 248 |
| October | 246 | 268 |
| November | 172 | 272 |
| December | 135 | 209 |
| January | 164 | 260 |
| February | 209 | 197 |
| March | 209 | 417 |
| TOTAL | 1,859 | 2,325 |
| % increase | 25.07% | |

| Pinewood: 2007-08 | 2008-09 |
|--------------------------|----------------|
| July | 1,418 |
| August | 855 |
| September | 1,338 |
| October | 1,403 |
| November | 1,513 |
| December | 1,122 |
| January | 1,580 |
| February | 1,403 |
| March | 1,558 |
| TOTAL | 12,190 |
| % increase | 9.22% |

The New York Times

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March 26, 2009

Job Seekers Turn to the Library as a Base of Operations

By JOSHUA BRUSTEIN

Anthony Morris's job search hit a snag earlier this month when the Queens Borough Public Library notified him that he could not get a new library card until he paid about \$80 in outstanding fines.

Mr. Morris, 31, had been unemployed for eight months and did not have the money. But he had amassed an armful of library books he needed to prepare for an exam that was part of the application process for a job at Con Edison, and he also needed a library card to browse online classified sites. So he asked if he could work off his debt.

After 22 hours of sorting books in the reference section at the Jamaica branch, Mr. Morris got his new library card — and was asked to apply for a part-time position at the library.

"It's just minimum wage, but it beats a blank," said Mr. Morris, who lives nearby and previously worked at a chemical plant that manufactured leather dyes. He is waiting to hear whether he got the job.

While such direct results are certainly rare, the city's public libraries are increasingly serving as makeshift employment centers. At the 58th Street branch of the New York Public Library in Manhattan, out-of-work professionals crowd the computers in the afternoon, a time that had previously been dominated by elderly patrons, and books on résumé writing are hard to keep on the shelves. The Bronx Library Center drew 700 to a career preparedness fair in January and recently doubled the number of computer classes it offers to the elderly because people looking to re-enter the work force had packed the existing classes to overflow levels.

"We've been in the job-search business for decades," said Paul LeClerc, the president of the New York Public Library, noting that President Obama has said that a librarian helped him find his first job as a community organizer. "This is a continuation."

The new role comes amid a broader surge in demand for libraries' free goods and services that is typical during economic downturns. In the fourth quarter of 2008, circulation rose 16 percent compared with the previous year at the New York Public Library, which serves Manhattan, the Bronx and Staten Island; 9 percent at the Brooklyn Public Library; and 2 percent in Queens. All three systems also report significant increases in the number of visits.

But the libraries are facing steep cuts in the mayor's proposed budget for next year, and have other economic woes. Brooklyn has already shuttered its branches on Sundays and is considering trimming hours further. Earlier this month, a hotel company backed away from its pledge to purchase the Donnell Library, a five-story building on 53d Street, whose sale was intended to help pay for the \$250 million renovation of the New

York Public Library's headquarters on Fifth Avenue.

At the Bronx Library Center, near Fordham University, Janice Moore-Smith, an education and career counselor, has over the years typically helped half a dozen people a day with their résumés. In recent months, it is often 10. And Ms. Moore-Smith said that she had increasingly been scheduling joint sessions for husbands and wives in which she doles out emotional support along with employment tips.

"I'm doing couples therapy," she said.

The most common service being sought, librarians said, is computer time. At the Queens Library for Teens in Far Rockaway, more and more teenagers are showing up to sign on, saying their parents have canceled Internet service at home. And with Web sites largely having replaced newspapers as the most common job-listing venue, finding work without Internet access has become increasingly difficult.

Kerwin P. Pilgrim, division manager of the Brooklyn Public Library's education and job information center, said that he began training 15 staff members to provide individual assistance to job seekers last summer, in anticipation that demand would rise as the economy worsened. In January, the library announced that there would be one such staff member available at all times in at least one branch within each group of four branches.

Until recently, Mr. Pilgrim said, most people who came to the library's résumé workshops were looking for entry-level jobs. Now, the proportion of professionals in the classes has soared.

"When the banks started going down, we saw some people who had been employed for a long time and had never taken the time to write résumés or work on interviewing skills," he said. "People got comfortable, and basically their résumés were never updated."

Mitch Baucus has long been a regular at the Flushing branch of the Queens library, but lately it has transformed from a place of leisure to his virtual office.

When he was working as a legal researcher for a lawyer in Great Neck, Mr. Baucus regularly spent an afternoon each weekend reading newspapers and magazines at the library. Since he was laid off in early December, Mr. Baucus has been showing up five or six days a week to scour the Internet for employment opportunities.

He spent several months searching without success, then noticed something he had overlooked.

"I realized there was a person sitting there and his job was to help people with their résumés and interviewing skills," he said. "So I went up to him and asked him for help."

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Events at the Athens-Clarke County Library



APRIL 2009



2025 Baxter Street • Athens, Georgia 30606 • (706) 613-3650 • www.clarke.public.lib.ga.us

The Library will be **CLOSED** on Sunday, April 12 in observance of Easter.

EVENTS FOR CHILDREN

Throughout April

Children's Storytime - Join us with your children ages 18 months to 5 years for **Storytime** on Tuesdays and Wednesdays at 9:30 and 10:30 a.m. We also offer **Bedtime Stories** Mondays at 7:00 p.m. **Infant Storytime** is Mondays, April 6 and April 20 at 10:30 a.m. and 2:00 p.m. Spanish Storytime, led by UGA student volunteers from the Department of Language and Literacy Education's work-study program, is on Wednesday, April 8 at 5:00 p.m. Call (706) 613-3650, ext. 314 for more information.

Tuesdays, April 7 and 21 10:30 a.m.

Georgia Children's Book Awards Book Discussion for Home School Students - Come and discuss any of the 20 books nominated for the Georgia Children's Book Awards. Cast your ballot at the April 21 discussion! For home school students in grades 4-8. In Small Conference Room.

Monday, April 13 and Thursday, April 30 3:30 - 4:30 p.m.

Read to Rover - Beginning readers (grades 1-4) read aloud to a dog! Dog is insured and in the company of a trainer at all times. Individual sessions. First come, first served. In Storyroom.

Saturday, April 18 3:00 p.m.



Library Birthday Party Puppet Show—Celebrate the Library's 17th birthday with a puppet show, "**Princess and the Frog**" by Curious Moon Puppets. Sponsored by the Friends of the Athens-Clarke County Library and the Athens Puppet Theatre Company - Laura Cobb Hutchins Paddock Endowment. In Auditorium, with birthday cake in the Lobby following the show!

Thursday, April 23 9:30 a.m.

"Aesop Alive!" — The Athens Academy Players, a local children's drama troupe, perform a lively play featuring your favorite Aesop's fables. Audience participation is encouraged. In Auditorium.

Tuesday, April 28 3:00 p.m.

Family Night at the (Described) Movies - Join us for the family favorite, "**The Land Before Time**," on the big screen! This film has a non-intrusive narrative track for visually-impaired viewers, but all are welcome! Presented by the Special Needs Library. In Auditorium.

EVENTS FOR YOUNG ADULTS FOR TEENS AGED 11 TO 18

Wednesday, April 1 4:00 p.m.

Wildcard Wednesday: Heart Pendants - Make a cool-looking marbled heart pendant with a special clay technique. Free and open to the first 15 teens ages 11-18.

Friday, April 3 7:00 - 9:00 p.m.

Afterhours@TheLibrary - Teen coffee house and open mic! Come sing, dance, play an instrument, read poetry or juggle for an audience of your peers. Coffee and refreshments provided. Free and open to teens ages 11-18.

Wednesday, April 8 4:00 p.m.

Wildcard Wednesday: Sealing Stamps - Make a personalized stamp to seal your letters the old-fashioned way. Free and open to the first 15 teens ages 11-18.

Wednesday, April 15 4:00 p.m.

Wildcard Wednesday: Kites - Learn to how to make a home-made kite that really flies! Free and open to the first 15 teens ages 11-18.

Wednesday, April 22 4:00 p.m.

Wildcard Wednesday: Gameday: Apples to Apples - Play a hilarious game of Apples to Apples, winner of our teens' poll for best card game. Free and open to teens ages 11-18.

Wednesday, April 29 4:00 p.m.

Wildcard Wednesday: Copycat Art: Gargoyles - Try your hand at sculpture while creating a medieval monster. Free and open to the first 15 teens ages 11-18.

EVENTS FOR ADULTS

Thursday, April 2 2:00 p.m.

Cinema Classics - Come see Hollywood classics on the big screen! This month's descriptive video is the **Abbot and Costello** comedy, "**Jack and the Beanstalk**." This presentation features an audio narration to make it accessible to visually-impaired viewers, but all are welcome! Presented by the Special Needs Library. In Auditorium.

Thursday, April 2 7:00 - 8:30 p.m.

Computer Class: Mouse and Keyboard Skills - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, April 2 7:00 p.m.

iFilms: "Crips and Bloods: Made in America" - This documentary tells the story of South Los Angeles' two most infamous African-American gangs, the Crips and the Bloods. With unprecedented access into the world of gangs, this documentary is a character-driven narrative which chronicles the destruction and despair that define modern gang life. The film features interviews with ex-gang members, gang intervention experts, writers, activists and academics as they analyze the many issues surrounding gang membership and perpetuation. 60 minutes. In Auditorium.

Sunday, April 5 3:00 p.m.

Live! at the Library with Green Flag - Enjoy the Celtic sounds of Green Flag, featuring Julia McDermott on the hammered dulcimer; Carl Rapp on the fiddle; Ken Ross on accordion; and Antoon Speters on the guitar and mandolin. Rescheduled from March's concert, which was cancelled due to snow. This free concert is sponsored by the Friends of the Athens-Clarke County Library. In Auditorium.

All events are free and open to the public unless otherwise noted. This schedule is tentative and subject to change. Please call the Library for more information.



Wednesday, April 8 10:00 - 11:30 a.m.

Computer Class: Introduction to Computers, Part 1 - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, April 9 10:00 - 11:30 a.m.

Computer Class: Introduction to Computers, Part 2 - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, April 9 7:00 p.m.

iFilms: "The Unforeseen" - This documentary follows the life of Gary Bradley, a real estate developer who creates one of the state's largest and fastest selling subdivisions. When the development threatens a naturally spring-fed swimming hole, the community fights back. In the conflict that ensues, we see in miniature a struggle that today plays out in communities across the country. In conjunction with Athens GreenFest. 93 minutes. In Auditorium.

Tuesday, April 14 7:00 p.m.

African-American Authors Book Club - This month's title is "A Story Untold: Black Men and Women in Athens History," by Michael Thurmond. Newcomers always welcome. In Small Conference Room. For more information, call (706) 613-3650, ext. 351.

Tuesday, April 14 12:20 - 1:00 p.m.

Tech Tips: Twitter - Learn the basics of this new social networking tool and find out how 140 characters are changing the way people connect online. Tech Tips is a new series of classes on current software and technology trends. In Small Conference Room. No registration required.

Thursday, April 16 6:00 - 8:30 p.m.

Getting Started with Genealogy - This class will help you get started with family research. This is the pre-beginning genealogy class. Bring a sweater or light jacket and something to write with. No registration required. Call (706) 613-3650, ext. 350 for more information. In Heritage Room.

Thursday, April 16 7:00 p.m.

iFilms: "Life After People" - If humans were to suddenly disappear, what would happen to our planet? This film visits the abandoned town of Chernobyl and remote islands off the coast of Maine on an amazing visual journey into the future of Earth without humans. In conjunction with Athens GreenFest. 94 minutes. In Auditorium.

Sunday, April 19 3:00 - 5:30 p.m.

Film screening and discussion: "Unnatural Causes" - The fourth episode of the seven-part series, "Bad Sugar," follows the lives of O'odham Indians, living on reservations in southern Arizona - a population with perhaps the highest rate of Type 2 Diabetes in the world. A panel discussion and light reception will follow. To register for this free program or the series as a whole, call (706) 542-5788 or email jlevinso@uga.edu. Sponsored by the Library and the University of Georgia's Richard B. Russell Library for Political Research and Studies.

Tuesday, April 21 7:00 p.m.

Observance of Holocaust Remembrance Day: Film and Speaker - Narrated by Joan Allen, "Blessed is the Match: The Life and Death of Hannah Senesh" is the first documentary about Hannah Senesh, the World War II-era poet and diarist who became a paratrooper, resistance fighter and modern-day Joan of Arc. Safe in Palestine in 1944, Hannah joined a mission to rescue Hungary's Jews. Hannah parachuted behind enemy lines, was captured, tortured and executed by the Nazis. Her story is told through her writings and those of her mother. Prior to the film Murray Lynn, a native of Hungary, will share

his story of surviving the Holocaust. Sponsored by the Library and the Cohen Library-Congregation Children of Israel through generous sponsorship of Larry & Edie Cohen of Athens and Congregation Children of Israel. In Auditorium.

Tuesday, April 21 7:00 p.m.

Great Decisions Discussion Group - This group meets Tuesdays, April 21- June 9 to discuss U.S. foreign policy and global issues. Book available for purchase at Library Store. Contact Jeff Tate to register, jtate@athenslibrary.org or (706) 613-3650 ext. 340. In Small Conference Room.

Wednesday, April 22 10:30 a.m.

Talking About Books, Adult Book Discussion Group - Bring three favorite poems to share with our group. We will soon choose our next six month's worth of books to discuss. Come and share your suggestions. Newcomers always welcome. In Small Conference Room. Call (706) 613-3650 ext. 324.

Thursday, April 23 10:00 - 11:30 a.m.

Computer Class: Introduction to Word - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, April 23 7:00 p.m.



iFilms: "Khadak" - Set in Mongolia, "Khadak" tells the epic story of Bagi, a young nomad shepherd who confronts his destiny to become a shaman. After a plague strikes their herd, Bagi and his family are relocated to a mining town. When Bagi

discovers that the plague was a government lie fabricated to eradicate nomadic life, he and his friend Zolzaya incite a revolution. 101 minutes. In Auditorium.

Saturday, April 25 1:00 p.m.

COGS African American Family History Research Group - This group is for people who want to learn how to research their African-American roots. Co-sponsored by the Clarke-Oconee Genealogical Society and the Athens-Clarke County Library Heritage Room. No registration required. In Heritage Room.

Sunday, April 26 3:00 - 5:30 p.m.

Film screening and discussion: "Unnatural Causes" - Episode 5, "Place Matters," looks how at policies and investment decisions create living conditions that enhance or harm the health of residents. A panel discussion and light reception will follow. To register for this free program or the series, call (706) 542-5788 or email jlevinso@uga.edu. Sponsored by the Richard B. Russell Library for Political Research and Studies and the Athens-Clarke County Library. In Auditorium.

Monday, April 27 6:00 p.m.

Last Monday Book Group, Adult Book Discussion Group - This month's title to be announced. Newcomers always welcome. In Small Conference Room.

Tuesday, April 28 12:15 p.m.

Brown Bag Lunch: "The Music of Africa" - Presented by Jean Kidula, Ph.D., a professor at the University of Georgia's Hugh Hodgson School of Music. Feel free to bring a lunch to this 45-minute program. In Small Conference Room.

Thursday, April 30 7:00 p.m.

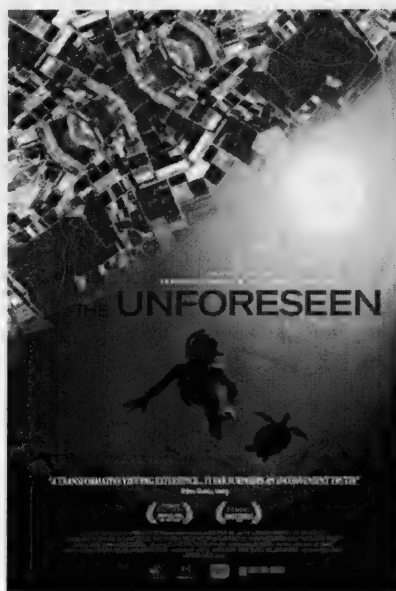
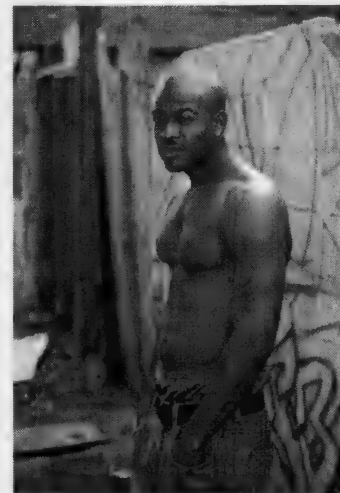
iFilms: "Military Intelligence and You" - Featuring Elizabeth Bennett and Patrick Muldoon, this film is a hilarious spoof of World War II training films. It follows Army officers as they attempt to find a hidden Nazi base "distinguishing dangerous enemies from merely annoying foreigners." Mixing new footage and original clips from U.S. Army productions, the film is both a spoof on World War II films and a pointed satire on America's involvement in Iraq. 78 minutes. In Auditorium.

iFilms

International and Independent Film Series
In the Athens-Clarke County Library's Auditorium
~ Free and Open to the Public ~

Thursday, April 2 at 7:00 p.m. -
"Crips and Bloods: Made in America"
a film by Stacy Peralta, 60 minutes, Documentary, 2009

"Crips and Bloods: Made in America" tells the story of South Los Angeles' two most infamous African-American gangs, the Crips and the Bloods. With unprecedented access into the world of gangs, this documentary is a character-driven narrative which chronicles the destruction and despair that define modern gang life. The film features interviews with ex-gang members, gang intervention experts, writers, activists and academics as they analyze the many issues surrounding gang membership and perpetuation.

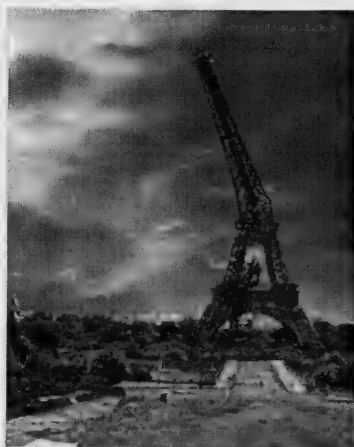


Thursday, April 9 at 7:00 p.m. -
"The Unforeseen"

a film by Laura Dunn, 93 minutes, Documentary, 2007

In conjunction with Athens GreenFest

Featuring interviews with Robert Redford, Willie Nelson, former Texas Governor Ann Richards and environmentalist Wendell Berry, this documentary follows the life of Gary Bradley. When Bradley, a Texas farm boy, tires of living at the mercy of nature, he becomes a real estate developer and creates one of the state's largest and fastest selling subdivisions. When the development threatens a naturally spring-fed swimming hole, the community fights back. In the conflict that ensues, we see in miniature a struggle that today plays out in communities across the country.



Thursday, April 16 at 7:00 p.m. -

"Life After People"

a film by David de Vries, 94 minutes, Documentary, 2008

In conjunction with Athens GreenFest

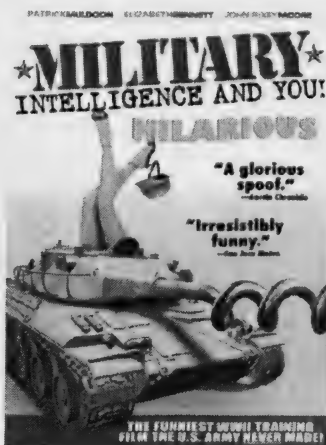
If humans were to suddenly disappear, what would happen to our planet? What remnants of our society would survive? "Life After People" visits the abandoned town of Chernobyl and remote islands off the coast of Maine to find out. With experts providing input, this documentary provides an amazing visual journey into the future of Earth without humans.

Thursday, April 23 at 7:00 p.m. -

"Khadak"

a film by Peter Brosens, 101 minutes, Mongolia, 2006

Set in the frozen steppes of Mongolia, "Khadak" is a magical-realist fable that tells the epic story of Bagi, a young nomad shepherd who confronts his destiny to become a shaman. After a plague strikes their herd, Bagi and his family are relocated to a mining town. When Bagi discovers that the plague was a government lie fabricated to eradicate nomadic life, he and his friend Zolzaya incite a revolution.



Thursday, April 30 at 7:00 p.m. -

"Military Intelligence and You"

a film by Dale Kutzera, 78 minutes, Independent Film, 2006

Featuring performances by Elizabeth Bennett and Patrick Muldoon, "Military Intelligence and You" is a hilarious spoof of World War II training films. This spoof follows Army officers as they attempt to find a hidden Nazi base "distinguishing dangerous enemies from merely annoying foreigners." Mixing new footage and original clips from U.S. Army productions, the film is both a spoof on World War II films and a pointed satire on America's involvement in Iraq.


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COUNTY LIBRARY

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The iFilms series is intended for mature audiences,
and parents may find the content unsuitable for children.

National Holocaust Remembrance Day

Murray Lynn, a native of Hungary, will share his experiences as a Holocaust survivor.

Murray was only 12 when the Hungarian secret police arrested and murdered his father. Two years later, Murray and his family were captured and sent to Auschwitz, a death camp. Murray's mother and three younger brothers were killed hours after the arrived, but Murray was chosen for slave labor. He was liberated by Russian soldiers and later came to the United States.



Following Mr. Lynn's presentation, "Blessed is the Match: The Life and Death of Hannah Senesh" will be shown.

"Blessed is the Match: The Life and Death of Hannah Senesh," is the first documentary about a remarkable young poet, diarist and paratrooper. Hannah was trained by the British army to parachute into Yugoslavia during World War II to help save Hungarian Jews who were about to be deported to Auschwitz. Senesh was arrested at the Hungarian border, imprisoned and tortured, but she refused to reveal details of her mission and was eventually tried and executed. She is regarded as a national heroine in Israel. The film, officially released in January 2009, has won many awards at Jewish film festivals.



Tuesday, April 21
7:00 p.m.
In the Auditorium

Sponsored by the Athens-Clarke County Library and the Cohen Library of Congregation Children of Israel through a generous donation by Larry and Edie Cohen.



Board Backs Sacramento Plan To Overhaul Library Services

Sacramento Public Library's (SPL) governing board unanimously approved a comprehensive plan submitted by interim director Phil Batchelor January 22 that includes more than 300 changes to the California system's current modus operandi. The recommended actions come from three sources (and are correspondingly identified): employee input, Grand Jury findings, and MGT of America performance audit results. The actions are part of a plan that will be executed over the next 18 months.

Batchelor characterized SPL as a "divisive, painful, and highly unproductive working environment [that] must be assuaged." Appropriately, the recommended actions begin with an "overarching goal" to "create an atmosphere of integrity." Also included, "hire a library director who.... will foster an environment of civility integrity, and respect, and who possesses business and government experience as well as the required library science educational background."

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| ALA Midwinter Meeting | 2 |
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Batchelor, with more than 30 years' experience in public service but is not a librarian, more recently has served in interim senior administrative positions for neighboring Yolo County. He was hired in November to take over after SPL director Ann Marie Gold's resignation.

First among the general recommendations is the need to develop a systemwide strategic plan that "implements industry best-practices, establishes a shared vision, and engages all staff." SPL should consider establishing a standing committee to provide direct financial oversight of library operations as well as the addition of a CEO and other management positions.

Considering SPL's financial oversight problems (two staffers convicted of hiring a maintenance company that inflated invoices for more than three years, more than \$5 million in uncollected fines, among other monetary issues), it isn't surprising that the report includes more than 50 recommendations for financial oversight, addressing internal controls, cash management, finance staffing, budget, audits, treasure and investment functions, policies and procedures, financial management reports, financial training, finance systems, and financial management. One recommendation urges the creation of a comprehensive fraud policy; another, to implement and enforce the budget control feature of the purchase order and requisition system.

Recommendations address every possible scope of library service, including the central library, youth

and community services, Friends and foundation relationships, public services, insurance and claims, purchasing, facilities, and administration. Among the recommendations: create a training strategy, develop an internship program, adopt formal IT governance, policies, and procedures, implement self-service technologies at branches, issue RFP for collection agency services, and perform an energy audit for all facilities.

Capital projects aren't ignored; four new and one expanded facility are scheduled for 2009-10. Four more facilities are scheduled for 2012-16.

Redesigning SPL's web site is number one on the list of marketing recommendations. Advertising new services, marketing SPL's business resources, developing a Spanish-language brochure, and streamlining the library's programming process via a web-based solution are other points on the wish list.

New Structure Established Across LJ, SLJ, PW

Responding to the economic downturn, Ron Shank, group publisher of *Library Journal* (LJ), *School Library Journal* (SLJ), and *Publishers Weekly* (PW), has created a new management structure at the Publishing Division, naming Brian Kenney, SLJ editor-in-chief, as editorial director for the group. Kenney, a librarian and former LJ executive editor and *Library Hotline* senior editor, is charged with building a new team framework across all three magazines. He will retain his

□ In Memoriam □

• **DAVID FAGERSTROM**, who served as faculty director of the University of Colorado at Boulder (UCB) Science Library for 29 years, died December 10, 2008. Fagerstrom joined the UCB Libraries in 1981. His earlier career included positions at the University of Connecticut Health Center Library, Farmington; George Washington University Medical Library, Washington, DC; Oxford Academy Library, Westbrook, CT; and Southern Illinois University in Carbondale.

title and role at *SLJ*, while Francine Fialkoff, editor-in-chief of *LJ*, will continue in that post, working with Kenney as a key team strategist. Each publication will keep its editorial identity. "Kenney's mission," said Shank, "will be to work with the group to maximize the opportunities of digital publishing and elevate quality content for the greatest exposure."

Among other changes taking place, the group will suspend publication of *Críticas*, the twice-monthly online newsletter for reviews in English of Spanish-language titles. Plans are under way to continue coverage of Spanish books in the existing publications.

The moves were announced in the wake of staff layoffs at parent company Reed Business Information dictated by the declining advertising market, the company said in a statement. Among those leaving *LJ* is Lynn Blumenstein, senior editor, *Library Hotline*, who has worked at the publication for nearly ten years, guiding it for the last five.

Library Hotline will continue as a copublication of *LJ* and *SLJ*. Please send news/people/product news for *Hotline* to the *LJ* and *SLJ* news teams, including Norman Oder (noder@reedbusiness.com) and Josh Hadro (josh.hadro@reedbusiness.com) at *LJ* and Debra Lau-Whelan (dlau@reedbusiness.com) and Kathy Ishizuka (kishizuka@reedbusiness.com) at *SLJ*. Please send files with large photos and graphics to ljphotos@reedbusiness.com.

At ALA Midwinter, Denver, Meeting Attendance Down

Despite advance registration totals that kept reasonable pace with last year's figures, the total attendance at the American Library Association's (ALA) Midwinter Meeting in Denver represents a notable drop-off from the 2008 gathering in Philadelphia and even the 2007 event in Seattle.

ALA reported the total attendance in Denver was 10,220, including 7,905 librarians and 2,315 exhibitors, vs. a total in Philadelphia of 13,601 and 11,230 in Seattle. The number of advance registrants in Denver was 7,191 vs. 7,668 last year and 7,728 in 2007. The dramatic difference came in many fewer on-site registrants in Denver.

Meanwhile, only about 100 people ventured to attend a forum for the 2010-11 ALA presidential candidates, Kent Oliver, executive director of the Stark County District Library, OH, and Roberta Stevens, outreach projects and partnerships officer at the Library of Congress and the National Book Festival's project manager. How can younger members be attracted to leadership roles, the candidates were asked? Stevens said, "We should really try to expand internships." "Communities of interest" via the new ALA Connect would help, commented Oliver. "I think we need to get the word out on ALA to library schools."

Asked about their respective presidential themes, Stevens responded, "My theme is advocacy," leveraging access to authors. "These people can speak out for us...and help us as well with library salaries." By contrast, Oliver said, "I purposely did not have a theme," noting that "we're in such a time of transition in our country, and for the association, that I felt it would be inappropriate

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to add a theme." Rather, he pointed out, ALA has a strategic plan it must complete and another on the horizon. In the past, ALA presidents have added new themes, he observed, and sometimes they "developed an agenda where we don't want to go." Still, he noted areas of focus, including advocacy, strategic planning, ALA-APA, issues of diversity, and intellectual freedom.

LITA Top Tech Trends: Geo-tagging, Linked Data

The LITA (Library and Information Technology Association) Top Tech Trends panel at the recent American Library Association Midwinter Meeting in Denver participated in an informal and open discussion centered on a number of general topics likely to receive further attention in 2009. The six experts listed below dove straight into a lively conversation for the duration of the two-hour Sunday session: Clifford Lynch, director of the Coalition for Networked Information; Karen Coombs, head of web services, University of Houston Libraries, TX; Karen Coyle, digital libraries librarian and consultant; Karen Schneider, community librarian at Equinox Software; Marshall Breeding, director for innovative technologies and research, Vanderbilt University, Nashville; and Roy Tennant, senior program officer, research, OCLC.

An early theme touched on by Coyle and taken up by nearly all of the other panelists (and one that has appeared in a number of sessions over the past few years) was openness in terms of both software and data. Schneider and Tennant addressed the maturation of open source software in libraries, citing problems endemic to that growth, such as the "forking" of software—when a piece of software becomes different enough that there

• **JOHN CULSHAW** has been appointed associate director for administrative services at the University of Colorado at Boulder (UCB) Libraries. He formerly was the faculty director of systems and a central reference librarian at the UCB Libraries.

• **STEVE ENDICOTT** is the new director of innovation and strategies for information technology at Jefferson County Public Library, Lakewood, CO. He most recently was the director of information technology for Lewis-Palmer School District, Monument, CO.

• **HELEN LOOK** is the new collection analyst at the University of Michigan (UM), Ann Arbor. Look was formerly the collection development coordinator for the UM Health Science Libraries.

• **AARON SCHMIDT** has been named digital initiatives librarian at the District of Columbia Public Library. Named a 2005 *Library Journal* Mover & Shaker, Schmidt's work promoting library 2.0 is well known. Schmidt previously was director of the North Plains Public Library, OR.

• **CAROLYN SHEFFIELD** has joined Maryland's Division of Library and Development Services as the Library Services and Technology Act (LSTA) coordinator. She previously served as project manager and research assistant on a research project based at the University of Maryland iSchool, College Park.

• **BRAD WHITTLE** is the new North America sales and marketing VP at SirsiDynix. Whittle, with nearly 20 years in the library market, previously was VP of sales and product management at Alpha Bay, a retail systems software and services provider. He earlier worked at SirsiDynix in various technical, sales, and account executive roles, including North America VP of sales.

• **JEFFREY WINKLE** is the new director of the Findlay-Hancock County Public Library (FHCPL), OH. He recently served as director of the Tiffin-Seneca Public Library, OH. He earlier was assistant director at FHCPL for six years. Winkle also owned and operated Winkle's Open Book, a Findlay bookstore, for 20 years.

is no one thing that can be referred to as the core code, according to Schneider—and the importance of continued leadership in code development once a project makes the jump from its originating institution.

While the panel frequently has considered mobile technologies in years past, this session extended to geo-tagging and the use of location-aware data services, setting the groundwork for a call for libraries to use geospatial data more programmatically in the catalog and in wider applications. This could help users identify and locate institutions that offer access to useful resources (as can be done via WorldCat) and perhaps even find geocoded items on shelves within the buildings themselves.

Lynch cited the Flickr Commons project as an example of "crossing a new threshold in the management of

collective description." He added that while the Library of Congress's and others' participation in the photo-sharing pilot was interesting in itself, it also represented a move toward using a variety of means and platforms to generate "narratives about content." By capitalizing on individual interest and expertise, collection managers might "start building bridges between knowledge that's held out in the broad public and the knowledgebases that libraries have."

Tennant described the shift from the broader notion of the Semantic Web toward what he sees as a more useful discussion centering around Linked Data, from metadata within catalog records to scientific results. Linked Data projects are more manageable and comprehensible, not tied to a top-down overarching ideal, as is often

□ Company Announcements □

• **H.W. Wilson's new ReadSpeak** tool converts the company's databases' HTML full-text articles into audio files for immediate listening or downloading for later, with no plugins or special software necessary. Twenty of WilsonWeb's databases will feature ReadSpeak, covering some 2500 publications as far back as 15 years. The tool will benefit people with dyslexia and other learning challenges, users whose low vision, blindness, or physical handicap makes it difficult to read a standard printed page, and users who struggle with English or those challenged by low literacy.

• **Atiz Innovation, Inc.** has unveiled its latest book scanner, BookDrive Pro. Priced at \$14,595 plus the cost of a camera, the scanner operates by using a digital SLR camera with the V-shaped book cradle. It is able to produce high-resolution scans of up to 700 pages an hour. The double security locking system, automatic center positioning, and distortion-eliminating light distribution simplify the scanning process. Because the scanner doesn't rely on a particular camera, it never becomes obsolete, Atiz president Nick Warnow told *Library Hotline*.

• **ProQuest's** new Digital Microfilm™ service allows multiple, simultaneous subscribers to view full-image newspaper content held in microfilm from any computer with Internet access. The process works by scanning microfilm and supporting the resulting digital copy on a hosted site. Users see the content as if they are looking at microfilm through their computer screen, with a browsable full-page image of the newspaper. Content is supported with additional data such as title, year, month,

day, and page. Major newspaper publishing companies, such as Dow Jones, Tribune Corporation, McClatchy, and others, are participating in the new program, with many more publishers being added in the future.

• **SirsiDynix** has released the Horizon PocketCirc 1.0, handheld circulation software that allows library staff to perform circulation tasks from any location. Available in English for use with Horizon 7.4.1 or higher, the software will work with HP iPAQ Pocket PC or a DataLogic Pagaso handheld device.

• **LexisNexis** has added EASI Market Planner, a visual consumer demographic tool, to its Statistical DataSets database. Users can compile data on household income distribution, car ownership, and Internet usage, as well as average annual spending for specific products, and graphically display data for every state, county, census tract, and block group in the United States. DataSets is designed with undergraduate students and public library patrons in mind.

• **Innovative Interfaces** will work with the Jefferson County Public Library, Lakewood, CO, and San Diego County Library to develop a new statistical reporting tool for its Encore search product. The Encore Reporter™ will be an optional module providing reports on circulation, transit, and patron data sourced from the libraries' Millennium™ integrated library system. Innovative is in discussion with others and expects more partners in place in the next few weeks. The initial release of Encore Reporter is planned for the second quarter of 2009.

attributed to the Semantic Web. Therefore, Linked Data endeavors can be used in particular disciplines without developers having to worry about taking on the entire structure of the web.

Schneider jokingly "forked" the conversation, weighing in on some of the often-overlooked economic and infrastructure hardships certain libraries still face, even as others are

early adopters of next-generation technologies. That led to an examination of the potential benefits of RFID technology using self-check machines, though Breeding quickly pointed out that RFID was not strictly necessary in order to implement self-check.

Breeding, an expert in the field of library automation, also noted that technology cannot be thrown at every

problem, asking library administrators to consider "when is high-tech necessary, and when is high-touch necessary?" Along the same lines, Coombs spoke passionately about the equal importance of recognizing failure as of recognizing success, saying, "When you acquire technology and you're sure it doesn't work, walk away."

LJ's Best Small Library Is Union Cty. Carnegie, SC

The Union County Carnegie Library (UCCL), SC, has won *Library Journal's* 2009 Best Small Library in America Award, sponsored by the Bill & Melinda Gates Foundation, for its three-year improvement of library services. As winner, UCCL receives a \$15,000 cash award from the Gates Foundation, conference costs for two library representatives to attend the 2010 Public Library Association (PLA) meeting in Portland, OR, a gala reception at PLA, and more. A complete account of UCCL's efforts is included in the February 1 issue of *Library Journal* and at www.libraryjournal.com.

The library board, selected by the county supervisors, knew something had to be done to improve library services, described by one observer as "a kind of selective club warehousing an out-of-date collection and occasionally functioning computers." In October 2005, the board hired Nancy Rosenwald as director; she helped turn UCCL into an "inclusive, modern, service-oriented community center."

Rosenwald's mission was to make the staff focus on excellence in service and to make that service easily available to everyone who came to UCCL, regardless of "age, gender, race, ability, or status." The "front" staff are still drilled in the idea that their "central mission" is customer service. They interact with the public at the circulation desk and on the floor, maintain the shelves and public areas, and provide roving refer-

ence and assistance in genealogy.

Rosenwald uses teens regularly as part-time "front" staff at UCCL "because they are vibrant, enthusiastic, willing learners and teachers," she said. "Everyone should feel that this library is the place they can come to for answers." That had not been the culture before. Rosenwald replaced intransigent staff with "willing learners" with experience in retail or other service industries.

To bolster the service transformation, fines and fees were eliminated. The most amazing feature of the alteration at UCCL is that it was carried out without any increase in the budget. UCCL subsists on property taxes of four mills per thousand, or about \$200,000. It gets another \$70,000 from the state library along with many other services. That state money is now vulnerable, and the chances of an increase in the UCCL millage are small. Yet use of the library has exploded. It is a management feat of great skill to accomplish all that UCCL has done with an unchanging budget and nine full-time staff, only one of whom has an MLS.

UCCL bought a Sagebrush automation system because the local schools use one and the library couldn't afford a new, larger product. That made use easier for local kids, and UCCL could get it for only \$1000. The library bought 18 computers for "next to nothing" from the local university after its three-year lease expired.

Revitalizing children's services was a top priority. Now an Art Cart is available every day in the children's area, with crayons, markers, colored pencils, and paper, with a sign proclaiming, "Please Draw and Color!" The children's creations are displayed by converting the walls of the library into an art gallery. There is always a wide variety of board games. Healthy snacks provided by local businesses are always available after school in the meeting room. Kids come after school,

• **Baltimore County Public Library (BCPL)** is celebrating its first anniversary of Storyville, an interactive early learning and literacy center for preschool children along with their parents and caregivers (www.bcplstoryville.org). Located in BCPL's Rosedale Library, Storyville is designed to help prepare preschool children to enter school ready to learn. The 2240 square foot "village" includes a library, a two-story house, theater, store, waterfront, baby garden, and construction site. In its first year, Storyville served nearly 80,000 visitors, BCPL reports. Circulation of library materials for preschool children rose 21.5 percent since opening, and door counts increased 69.4 percent. Storyville is a joint project of the Foundation for Baltimore County Public Library and BCPL.

• **BCR and PALINET** have partnered to offer BCR's digital expertise and PALINET's proficiency in traditional preservation activities to their respective memberships. "This new cooperative partnership is a great opportunity to broaden consulting services to members and explore new initiatives that capitalize on the strengths of PALINET and BCR," said PALINET executive director Catherine Wilt.

and many stay until the library closes at 8 p.m. "At first there was some push back. Some folks said there are too many children in here," says Rosenwald. "We suggested they come in the morning."

UCCL's stats also tell a success story. The circulation of children's materials alone grew from 15,688 to 22,000 in the three-year period. More amazing, the use of computers by children grew from 725 to a whopping 10,054 in those three years. Adult book circulation rose to 56,924 in 2008, a three-year increase of more than 11,000. Adult computer use went from 7,298 to 19,876 in the same time period. Although hours of service only increased by seven, the number of visits to UCCL multiplied from 51,108 in 2006 to 126,051 in 2008.

Best Small Library Award Recognizes Two Finalists

In addition to the 2009 Best

• **The Council on Library and Information Resources (CLIR)** has awarded four San Francisco institutions a Cataloging Hidden Special Collections and Archives grant of \$247,738 to support the California Ephemera Project. The grant is funded by the Mellon Foundation and administered by CLIR. The project will result in a searchable, online catalog linking the ephemera collections of all four institutions. The California Historical Society will lead the project, collaborating with the Gay, Lesbian, Bisexual, Transgender Historical Society; San Francisco Public Library; and Society of California Pioneers.

• **Best-selling author James Patterson** has launched a new web site devoted to promoting a love of reading among young readers. His ReadKiddoRead.com is a user-friendly site designed to help parents, teachers, librarians, and other adults find books that kids of all ages will enjoy. Titles are hand-picked by Patterson and broken down by age and genre; each comes with mini reviews, a quick list of the book's themes, recommendations of similar works, and links to online retailers and local independent booksellers.

Small Library in America Award recipient (see previous story), this year two finalist libraries receive conference costs for two library representatives to attend the 2010 PLA meeting and award celebration and more. They are the Pinewoods Library and Learning Center, Athens Regional Library System, GA, and Weippe Public Library, ID.

Pinewoods targets some 2000 Hispanics who live in the Pinewoods North Mobile Home Park but manages to serve over 5000 of the nearly 18,000 Hispanics, many newly arrived, in the county. Fewer than two full-time employees assist this community with a collection of carefully selected Spanish-language titles, diversity training for staff, story times, ESL classes, and a vibrant volunteer-driven after-school tutoring program. All of this service

□ Branching Out □

The new Thurmont Regional Library, part of the Frederick County Public Library, MD, at 25,000 square feet is more than ten times larger than the previous facility, which was located in a former church. The building has two meeting rooms, spaces for children and teens, an outdoor reading deck, and the county's first drive-through service window. The new Thurmont Center for Agricultural History is located just off the lobby. The climate-controlled space contains historic documents, paintings, photographs, 4H and Grange records, and histories of family farms and orchards. The center also features historic windows that were removed from the previous library structure and relocated to the new building. PSA-Dewberry designed the facility.

is shoehorned into a double-wide trailer that's been divided into four rooms, including a computer lab (the library hosts 16 PACs) and a space dedicated to art and storytelling. Miguel Vincente is branch manager.

At Weippe, director Teri Summerfield serves a town of 416 and a service area of 1000 people. This tiny library in Idaho's mountains packs serious programming into a 42-hour weekly schedule, pulled off thanks to critical partnerships with the city and the local Lewis & Clark Bicentennial Committee to use a vacant church for the Weippe Discovery Center, now home to both the library and the visitors' center. The library offered a wireless provider a spot on the roof for an antenna in exchange for the waiver of the library's phone and Internet fees, saving the library money and making high-speed access available to all. Also a draw: a tech-savvy Teen Zone, 14 PACs, and programs for all ages.

Gaiman Wins Newbery Medal, Krommes Earns Caldecott

The American Library Association (ALA) announced at the recent Mid-

winter Meeting in Denver the top books, videos, and audiobooks for children and young adults. Neil Gaiman, author of *The Graveyard Book*, illustrated by Dave McKean (HarperCollins Children's Books), has won the John Newbery Medal for the most distinguished contribution to children's literature. Beth Krommes, illustrator of *The House in the Night*, written by Susan Marie Swanson (Houghton Mifflin), won the Randolph Caldecott Medal for the most distinguished American picture book for children. Melina Marchetta, author of *Jellicoe Road* (HarperTeen), won the Michael L. Printz Award for excellence in literature written for young adults.

Other award winners include *We Are the Ship: The Story of the Negro League Baseball*, written and illustrated by Kadir Nelson (Jump at the Sun/Hyperion Books for Children, an imprint of Disney Book Group), the Coretta Scott King Book Award winner for recognizing an African American author and illustrator of outstanding books for children and young adults. Shadra Strickland, illustrator of *Bird*, written by Zetta Elliott (Lee & Low Books), is the winner of the Coretta Scott King/John Steptoe New Talent Author Award.

Just in Case, illustrated by Yuyi Morales (a Neal Porter Book published by Roaring Brook Press, a division of Holtzbrinck Publishing Holdings Limited Partnership), is the winner of the 2009 Belpré Illustrator Award, recognizing the Latino cultural experience in children's books. *The Surrender Tree: Poems of Cuba's Struggle for Freedom* by Margarita Engle (Henry Holt), is the winner of the 2009 Belpré Author Award.

In nonprint awards, the Andrew Carnegie Medal for excellence in children's video went to Paul R. Gagne and Melissa Reilly of Weston Woods Studios, producers of *March On! The Day My Brother Martin Changed the*

World. The Odyssey Award for Excellence in Audiobook Production went to Recorded Books, producer of the audiobook *The Absolutely True Diary of a Part-Time Indian*, written and narrated by Sherman Alexie.

A complete list of ALA Youth Media Awards for 2009 can be found at www.ala.org/yma.

Could Lead Ban Threaten Children's Books in PLs?

American Library Association (ALA) officials have stated that they were hopeful that the Consumer Product Safety Improvement Act (CPSIA), which aims to keep lead out of toys, wouldn't threaten books in libraries. But at press time, January 27, the Consumer Product Safety Commission (CPSC) had yet to grant an exemption.

The commission's general counsel said that a decision should be made by the first week of February regarding libraries and advised libraries not to take any action just yet. While ALA officials said they remain hopeful about an exemption, they aren't taking it for granted.

ALA advised members to call CPSC acting chair Nancy Nord with the message that it is impossible for libraries to remove all children's books from the shelves and/or ban children under 12 from the library. So many calls were made, ALA executive director Keith Fiels reported at the recent ALA Midwinter Meeting in Denver, that "this commissioner has subsequently begged us to stop calling.

Fiels said, "We've been told by Congress [that the commission] has the ability to grant an exemption, either to libraries or specifically for books. If that does not occur, I believe Congress will take action. This is all in negotiation. We're working against a February 10 deadline."

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June 04, 2008

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- The District: Lady Catherine
- Teens Know "BEST"

I have going to Book 1 on America: the annual convention for the book publishing industry. Where else can you rub shoulders with so many publishers, not to mention authors, and librarians? The last event I attended was the American Library Association (ALA) conference in 2006. I had to mention that the ALA conference is not just for librarians, it's for everyone. It's a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun. It's a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.

TOP STORIES

Continued from SLJ A: in District

Since opening on May 12, the N.Y.P.D. Teen Center at District Public Library's main branch has hosted author Stephen King and 1,200 teens. The center is a place where teens can learn about the latest in book publishing, and it's a place where they can have fun. It's a place where they can meet with authors, publishers, librarians, and even the general public. It's a place where they can learn about the latest in book publishing, and it's a place where they can have fun.

Bookends Out the Gates in: Getting Incorporated Teens
We believe in the idea that the district can create a bridge from one person to another and from the community back into the community. This is the idea that the district is trying to create. It's a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.

Admission of James Foy
School Library Journal called The Addition of James Foy a beautiful blend of science fiction, adventure, fantasy, and more. The story is about a 17-year-old James Foy, who has just arrived in a new place. He is a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.

THE DEBUT

Bookends Out the Gates in: Getting Incorporated Teens

It's a beautiful blend of science fiction, adventure, fantasy, and more. The story is about a 17-year-old James Foy, who has just arrived in a new place. He is a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.

TEENS KNOW "BEST"
Bookends Out the Gates in: Getting Incorporated Teens
It's a beautiful blend of science fiction, adventure, fantasy, and more. The story is about a 17-year-old James Foy, who has just arrived in a new place. He is a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.

Or 5 and up
Bookends Out the Gates in: Getting Incorporated Teens
It's a beautiful blend of science fiction, adventure, fantasy, and more. The story is about a 17-year-old James Foy, who has just arrived in a new place. He is a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.

Lockdown
Bookends Out the Gates in: Getting Incorporated Teens
It's a beautiful blend of science fiction, adventure, fantasy, and more. The story is about a 17-year-old James Foy, who has just arrived in a new place. He is a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.

GAMING
Bookends Out the Gates in: Getting Incorporated Teens
It's a beautiful blend of science fiction, adventure, fantasy, and more. The story is about a 17-year-old James Foy, who has just arrived in a new place. He is a place where you can meet with authors, publishers, librarians, and even the general public. It's a place where you can learn about the latest in book publishing, and it's a place where you can have fun.



GEORGIA PUBLIC LIBRARY SERVICE

news

A newsletter for friends and employees of Georgia's public libraries

volume 6, issue 5 ■ April 2009

Library Day brings together 300 legislators and advocates

Almost 300 library advocates celebrated their love for and support of libraries at the annual Georgia Library Day, held Feb. 26 at the Floyd Building in downtown Atlanta.

The sold-out event was again co-sponsored by the Georgia Library Association (GLA), the Georgia Association for Instructional Technology (GAIT), the Georgia Library Media Association (GLMA) and Georgia Public Library Service.

Among the morning's highlights was the address delivered by **Sen. Jack Hill** (R-Reidsville), chairman of the Senate Appropriations Committee. Hill commended **Gov. Sonny Perdue's** budget recommendations for fiscal year 2010, which included almost \$19 million to assist with the design and construction of 11 important new library projects throughout the state. "I don't think you could invest in a better piece of infrastructure than libraries," Hill said.

Other speakers included **Jim Cooper**, president of GLA; **Dr. Lamar Veatch**, state librarian; **Pam Smith** of the Georgia Department of Education; **Merryl Penson**, executive director of Library Services for the University System of Georgia; **Giselle Escobar**, president of GAIT;

Staff



Sen. Jack Hill (right) delivers opening remarks at the 2009 edition of Georgia Library Day.



Sen. Jim Butterworth (R-Cornelia) welcomed several attendees to the Capitol. From left: Butterworth; Donna Howell, director of the Mountain Regional Library System; Teresa Haymore, Fannin County librarian; President Janice Cochran and John Cochran of the Friends of the Libraries of Towns County.

Susan Grigsby, president of GLMA; **Christian Kruse**, chairman of the Georgia Council of Public Libraries; and **Wally Eberhard**, president of Friends of Georgia Libraries.

Following the program, attendees walked across the street to the Capitol, where they visited a number of legislators to thank them

See Library Day, page 2

Library Day

Continued from page 1

for their support and to further advocate on behalf of their local libraries. Attendees then returned to the Floyd Building for lunch.



Smith

Rep. Bob Smith (R-Watkinsville), vice chairman of the House Appropriations Committee, hosted an

afternoon gathering for library directors and board members who have capital projects recommended by the governor on this year's list.

Held at the Capitol, the meeting afforded library representatives and advocates the opportunity to express their enthusiastic support for the construction projects in their communities.

"We are grateful to have such wonderful advocates across the state," said Veatch.

"Their presence here, especially in such troubling economic times, resulted in a most successful Library Day and sent a powerful message that Georgia's citizens believe in the value of libraries." ■

Staff



Enjoying the Library Day festivities are (from left) Miriam Baker, manager of the Morgan County Library; Dr. Babs Johnston, a member of the Morgan County Library board of trustees; and Jeff Tomlinson, director of the Uncle Remus Public Library System.



Anne Isbell, director of the Americus-based Lake Blackshear Regional Library, chats with Rep. Lynmore James (D-Montezuma).

Governor, Legislature restore funds to '09 public library budget

On March 13, **Gov. Sonny Perdue** signed into law the state's Amended Fiscal Year 2009 budget. The amended budget includes the restoration of \$442,884 of public library funding from the governor's original reduction of \$3,339,892. Based on General Assembly recommendation, the final reduction will now total \$2,897,008.

Gov. Perdue has taken a number of steps to ensure the FY 2009 budget does not spend more than the state will collect. In February, he reduced the revenue estimate by a total of \$2.6 billion, more than 10 percent of the

state's original \$21.1 billion budget. Those cuts have been softened by strategic use of the state's rainy day reserve fund and the recognition of funding from the federal stimulus package.

Georgia Public Library Service is one of only two units in the University System of Georgia to have 2009 funds restored. According to Deputy State Librarian **Julie Walker**, the money will be used for sorely needed new materials and could be distributed to library systems across the state as early as this month. ■

● GPLS co-sponsors inaugural Evergreen International Conference

Just as evergreen trees brighten winter landscapes, the first international conference for Evergreen open-source library software will illuminate the practical aspects of its use and stimulate creativity to spur its future growth.

To be held May 20-22 at the Georgia Classic Center in Athens, the conference will bring together Evergreen developers, administrators, users and supporters, along with numerous advocates of open-source software and other interested parties. The theme for the conference, which is sponsored by GPLS, Equinox Software and SOLINET, is "Branch Out With Evergreen."

The goal of the conference is to offer a blend of cutting-edge and tried-and-true events. These will include an all-day developers' "hackfest"; an opening-night reception and vendor exhibit; a slate of engaging and challenging speakers; and three program tracks to meet the respective needs of technical staff, front-line users and library administrators.

Keynote speakers include **Joe Lucia** and **Jessamyn West**. Lucia is the university librarian and director of Falvey Memorial Library at Villanova University. His advocacy for open source led his library to develop Vufind, an open-source discovery layer for library catalogs. West is a Vermont-based librarian, technology advocate, blogger/writer and champion of open-source software who gained fame on YouTube with her video documenting the installation of the Ubuntu operating system on a public library computer.

● GPLS staff members will also deliver numerous presentations at the conference. Among their topics

Staff



PINES staff members will present a number of programs at the inaugural Evergreen International Conference. From left: Elizabeth McKinney; Julie Walker, deputy state librarian; Dawn Dale; Tim Daniels, assistant state librarian for Support Services and Strategic Initiatives; Katherine Gregory; Elaine Hardy; Emily Almond and Bin Lin.

are: "The Emotional Impact of Open Source" by **Elizabeth McKinney**, PINES program director; a panel presentation on migrating libraries to Evergreen that will include **Katherine Gregory**, PINES services specialist; "You're Live ... Now What? How to Build a Support Infrastructure to Maximize Your Investment in Evergreen" by **Emily Almond**, PINES software development manager; and "Easy to Learn, Easy to Use" by **Dawn Dale**, PINES HelpDesk manager.

"Two additional GPLS-led presentations will be particularly noteworthy for attendees not yet using Evergreen," McKinney explained, "because they will emphasize the consortial aspects of PINES and provide advice on how other state and regional libraries might benefit from creating their own similar consortiums using Evergreen."

These programs are "Bibliographic Database Integrity in a Consortial Environment – The PINES Experience," jointly presented by **Bin Lin**, PINES cataloging specialist, and **Elaine Hardy**, PINES bibliographic projects and metadata manager; and "PINES: Evergreen Voices of Experience," a panel discussion about the benefits and lessons learned by GPLS staff and PINES member library staff since Evergreen was introduced in 2006. **Chris Sharp**, PINES program manager, will serve as moderator.

The Evergreen open-source library software initially was developed to support Georgia's PINES network, a resource-sharing consortium with more than 275 member public libraries. In 2007, GPLS received a prestigious Technology Collaboration Award and
See Evergreen, page 7

Libraries urge children to be creative this summer

With "Be Creative @ Your Library," this year's annual Summer Reading Program, Georgia's public libraries will help children expand their imaginations and strive for originality.

According to **Elaine Black**, director of Youth Services for GPLS, the program's dual goals are to promote family literacy and to demonstrate to kids that reading is fun.

"Studies continue to show that school-age children who read throughout their vacation from school maintain or improve their writing, vocabulary and reading skills," Black said. "Reading as few as five books over the summer months can help children maintain or even build their reading levels so that when school begins, they are ready to move forward. Children who do not read during their vacation are more likely to see those skills decrease."

This will be Georgia's second year as a member of the nationwide Collaborative Summer Library Program (CSLP), Black explained. CSLP is a grassroots consortium of states working together to provide high-quality summer reading program materials for children at the lowest cost possible for their public libraries.

By combining resources and working with a commercial vendor to produce materials designed exclusively for CSLP members, public libraries in participating states can purchase posters, reading logs, bookmarks, certificates and a variety of reading incentives at significant savings.

"Our first year with the program proved to be a great thing for

children," Black said. "Those who visited relatives in other states during their summer vacations could travel the country and be part of the same program."

Based on figures included in the annual reports of Georgia's public library systems, the 2008 program set a new record for attendance, with more than 410,000 children attending programs.

Forty-seven states and the District of Columbia will participate this year, Black said, and the consortium is known for delivering an extremely unified and high-quality program. "The themes and slogans are voted on each year by the membership," she explained. "State library staff members make suggestions, and their master list is whittled down to a top five. Representatives from each member state then vote for their choice from that list."

David Catrow, a nationally syndicated editorial cartoonist based in Springfield, Ohio, created the art for this year's program. The award-winning illustrator of numerous books for children, Catrow's honors include a New York Times Best Illustrated Book of the Year award for **Kathryn Lasky's** *She's Wearing a Dead Bird on Her Head*. Among his other popular works are *Plantzilla*

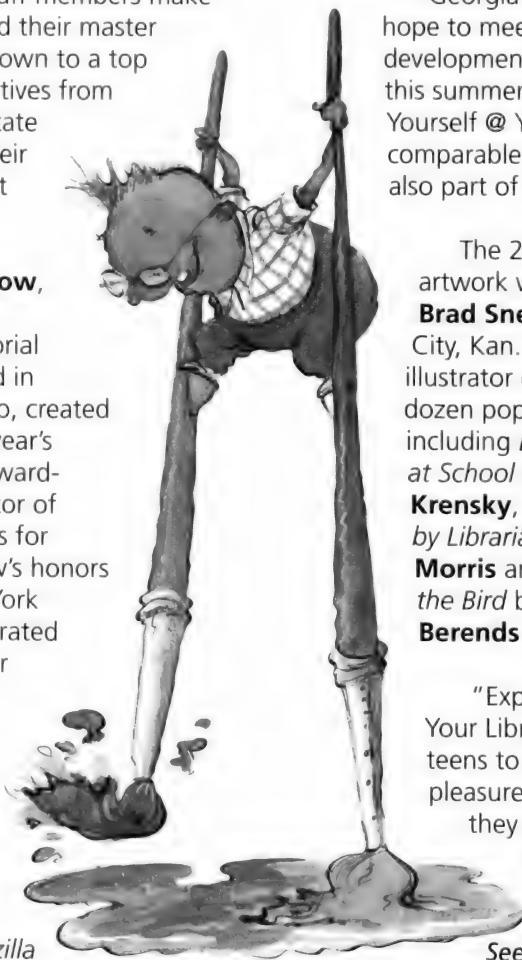
Goes to Camp by **Jerdine Nolen**, *Lu and the Swamp Ghost* by **James Carville** and **Patricia C. McKissack** and *Are You Quite Polite?* by **Alan Katz**.

Public libraries across Georgia will support the 2009 summer reading effort by offering reading logs, bookmarks and stickers — and by hosting activities such as storytimes, puppet shows and other special events such as arts-and-crafts programs and magic shows. As with Georgia's previous programs, children receive rewards for achieving reading goals. Kids can sign up and get their reading materials at public libraries across the state, beginning in May.

Georgia's libraries also hope to meet the evolving development needs of teens this summer with "Express Yourself @ Your Library," a comparable program that is also part of CSLP.

The 2009 teen artwork was created by **Brad Sneed** of Kansas City, Kan. He is the illustrator of more than a dozen popular books, including *Big Bad Wolves at School* by **Stephen Krensky**, *The Boy Raised by Librarians* by **Carla Morris** and *I Heard Said the Bird* by **Polly Berrien Berends**.

"Express Yourself @ Your Library" encourages teens to read for pleasure at times when they are not in school. Various aspects of the program also
See Reading, page 5



● Hawks, Thrashers sponsor fifth Check-It-Out challenge

In partnership with Georgia Public Library Service, the Atlanta Hawks and Thrashers will once again challenge young readers to spend part of their summer's free time reading — and earn basketball- and hockey-related rewards in the process. Designed to enhance this year's "Be Creative @ Your Library" summer reading program, the 2009 Hawks-Thrashers Check-it-Out Reading Challenge will target young readers entering classes from pre-K to grade 12 for the 2009-10 school year.

Hawks basketball mascots Harry the Hawk and SkyHawk will make appearances at Atlanta-area libraries to promote the program, as will Thrashers hockey mascot Thrash. The popular reading program has grown steadily, from an initial two counties in 2005 to 10 in 2007, then statewide last year. Since the program's inception, the teams have awarded nearly 50,000 Hawks and Thrashers tickets to the young readers who have participated.

Souvenir bookmarks promoting the program will be available at participating library branches beginning in late May. Registration will begin on June 1 and will again be conducted online. Any child enrolled in grades pre-K-12 in the state of Georgia may participate by having a parent or guardian log on to www.checkitoutreading.com, either on a home computer or a public-access computer at the library. Parents and guardians may register each child in their household for the program.

"The Atlanta Hawks and Thrashers are dedicated to improving the lives of Georgia's youth, and our education programs are one way we are able to do just that," said **Tracy White**, Hawks and Thrashers senior vice president of sales and marketing. "With last year's statewide program we were able to encourage students throughout Georgia to read. We hope that more kids than ever before will sign up for 2009, and we look forward to seeing them at Philips Arena in the fall."

As part of their partnership with GPLS, the Hawks and

Reading

Continued from page 4

provide teens with multiple opportunities to engage in constructive activities, such as volunteering their time at the library or doing other charitable work. "It encourages teens to express themselves in creative ways and to build positive social interactions with their peers and adults," Black said.

Jason Dugman



Thrash takes time out to read to Little Thrash at the Atlanta-Fulton Public Library System's East Point branch.

Thrashers will each sponsor three "Georgia Public Libraries Nights" next season, with discounted admission for employees of the state's public libraries and their friends and families. "It's great to have so many options like this to encourage kids to read," said **Elaine Black**, director of Youth Services for GPLS. "We believe our connection with the Hawks and Thrashers helped open the door for more kids than ever before to visit their public libraries last summer and join our summer reading programs."

For additional information on the Check-it-Out Reading Challenge and other Hawks and Thrashers programs, visit www.hawks.com and www.atlantathrashers.com. ■

The Summer Reading Program is made possible by a grant from the U.S. Institute of Museum and Library Services to the Georgia Public Library Service under the provisions of the Library Services and Technology Act. For more information on literacy activities, "Be Creative @ Your Library" or "Express Yourself @ Your Library," visit www.georgialibraries.org. ■

NEWS IN BRIEF

Georgia State Librarian **Dr. Lamar Veatch** has been appointed to the Online Computer Library Center (OCLC) Review Board on Principles of Shared Data Creation and Stewardship. This group of 11 is tasked with reviewing the proposed OCLC policy on use of WorldCat records, obtaining input from the profession and making recommendations to the organization's board of trustees. OCLC is a nonprofit, membership, computer library service and research organization dedicated to the public purposes of furthering access to the world's information and reducing the rate of rise of library costs.

Gov. Sonny Perdue has reappointed **Susan Whittle** to a five-year term on the Georgia State Board for the Certification of Librarians. The director of the Southwest Georgia Regional Library in Bainbridge, Whittle will serve on the board until Jan. 1, 2014.



Whittle

Leslie Partridge, a librarian with the Lee County Library, has been awarded a \$1,000 New Leaders Travel Grant from DEMCO, a national library supply company. Partridge will use the grant to attend the Public Library Association's Spring Symposium in Nashville this month. She will also attend the American Library Association's annual conference in July, where she will be recognized as



Partridge

one of five recipients nationally of the DEMCO award. The Lee County Library was also awarded a Teen Tech Week Mini Grant by the Young Adult Library Services Association of ALA in February.

The Friends of Georgia Libraries 2009 Spring Workshop and Annual Meeting will be held in Warner Robins on Friday, April 17. The event's keynote speaker will be **Patricia Sprinkle**, author of 20 mysteries, two nonmystery novels and five nonfiction books. For registration information, visit www.georgia-friends.org.

Georgia Public Library Service has announced that the PINES annual meeting will be held May 19-20 in Warner Robins and the 20th anniversary GOLD/GALILEO User's Group Conference will be held July 31 in Athens. For the latest information on both events, visit www.georgialibraries.org.

The Gwinnett County Public Library has been awarded the 2009 John Cotton Dana Public Relations

It's 1 billion and counting for GALILEO

The staff of GALILEO, Georgia's virtual library, recently celebrated the Internet-based library's 1 billionth search. "GALILEO provides authoritative, premium content and resources not available freely through Google, and obviously learners of all ages value this content," said **Merryl S. Penson**, executive director of Library Services for the Office of Information and Instructional Technology.

GALILEO is an initiative of the Board of Regents of the University System of Georgia that provides access to multiple information resources, including more than 100 databases indexing thousands of



Employee of the Year

Darro Wiley (left), director of the DeKalb County Public Library, congratulates 2008 Employee of the Year **Pao Ku** at the library's annual systemwide training session on Feb. 16. The library's board of trustees praised Ku's expert technical skills and lauded the network administrator's unwavering dedication to helping staff resolve computer glitches as playing a major role in the success of library operations. Ku received a certificate and a \$300 savings bond. He has been employed with the library since August 1997.

Award by the American Library Association. "[This award] is a tribute to the success of the Gwinnett Reading Festival and to the hard work of our new public relations director, **Michelle Long**," said the system's director, **Nancy Stanbery-Kellam**. ■

periodicals and scholarly journals. It also provides a gateway to Georgia's history and culture as found in digitized books, manuscripts, photographs, government documents, newspapers, maps, audio, video and other resources. In addition, GALILEO hosts the New Georgia Encyclopedia.

The community of more than 2,000 GALILEO institutions includes the University System of Georgia, public libraries, K-12 schools, and adult technical institutes and colleges, as well as groups of private academic colleges and universities and schools. Access to GALILEO is available from school, library and home computers. ■

Athens recognized by *Library Journal*, wins FINRA grant for financial literacy

Library Journal has recognized the Athens Regional Library System's (ARLS) Pinewoods Library and Learning Center as one of the top three small libraries in America.

In its February issue, the highest-circulated trade publication for librarians named Pinewoods a finalist for 2009 Best Small Library in America, an annual award sponsored by the Bill and Melinda Gates Foundation. Now in its fifth year, the annual award showcases libraries providing outstanding service to populations of 25,000 or less.

"Although the first-place award went to Union County Carnegie Library in South Carolina, we are glowing about this recognition," said Library Director **Kathryn Ames**. "To be a finalist in a national competition, be profiled on the pages of such a prestigious magazine and receive paid trips to the Public Library Association biannual conference are very encouraging for us."



Ames

"The Pinewoods library is a microcosm of everything offered at each of our libraries," Ames said, "so for this branch to be recognized as one of the top three small libraries nationwide speaks highly of our system as a whole."

The Pinewoods branch is located in a doublewide trailer in the Pinewoods North Mobile Home Park, just north of downtown Athens. It was initially intended to serve the 2,000 residents of the park, but under the guidance of Branch Manager **Miguel Vincente**, the library's popularity grew quickly.

Within months, it had become the primary resource and information center for the nearly 18,000 Hispanic immigrants who live in Clarke County. Pinewoods is often the first stop for many new immigrants who want to learn English and computer skills. Among its specialties are adult education programs, including English as a Second Language classes; family literacy activities; and what *Library Journal* describes as "a vibrant volunteer-driven after-school tutoring program."

Pinewoods was selected for the honor based on creativity in developing services and programs that can be replicated by other libraries, including outreach to special populations; innovation in introducing and supporting public access computing; success in educating patrons in computer use and measuring the results of technology usage; use of technology to expand the reach of library services; demonstrated community support; sustained cooperation with other libraries; partnerships with other agencies and businesses; and evidence of the library's role as community center.

Library Journal recognized the Athens library system just a few days after it received another national honor from the Financial Industry

Regulatory Authority (FINRA) Investor Education Foundation and the American Library Association (ALA), who jointly awarded ARLS a \$94,510 grant to support grassroots financial literacy in the Athens community. As a part of the organizations' "Smart Investing @ your library" initiative, ARLS will use the funds to implement a variety of programs and create resources designed to increase patrons' access to and understanding of financial information.

"Public libraries are ideally positioned to serve the financial information needs of their communities and to do so without a sales pitch or a hidden agenda," said **John Gannon**, president of the FINRA Foundation. "With the help of these programs, Americans can turn to their libraries to get the best available financial information to make smart decisions for their families' financial future."

The FINRA grant will enable ARLS to undertake a basic financial literacy initiative helping low-income workers with low educational attainment; to integrate financial literacy education into GED preparation at five community sites; and to expand partnerships with local organizations, including public schools and the Family and Consumer Economics College at the University of Georgia. ■

Evergreen

Continued from page 3

grant from the Andrew W. Mellon Foundation for Evergreen's development.

The software is now in use at libraries of every type — public, academic and special — in Georgia, Indiana, Maryland, Michigan and British Columbia. The growing, multinational Evergreen development community has

shepherded Evergreen through a series of releases that have further strengthened Evergreen's consortial qualities while adding popular and useful functionality.

Online registration for the Evergreen International Conference is now open at www.solinet.net. For more information about Evergreen, visit www.georgialibraries.org or <http://evergreen-ils.org>. ■

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Information presented in this newsletter will be provided in alternative formats on request. For more information about Georgia's libraries and literary events, or to post an event, visit our online calendar at www.georgialibraries.org

Ron Leonard



Well-grounded

The DeKalb County Public Library system broke ground Feb. 23 for an expansion of its Embry Hills branch. The facility, which will double in size and volumes, is expected to reopen in January 2010 as an 8,000-square-foot branch with a 23,500-volume collection. Leading the ground breaking ceremony are (from left) Trustee Deborah Torbush, DeKalb Commissioner Connie Stokes, Assistant Library Director Magda Sossa, DeKalb County Chief Executive Officer Burrell Ellis, Embry Hills Branch Manager Deborah Stone and Director Darro Wiley.



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MINUTES
ATHENS REGIONAL LIBRARY BOARD
January 15, 2009 Meeting

Meeting was called to order by Chairman, Mr. Jones at 3:34. Present were Mr. Bowns (Franklin County); Mr. Gresham (Oglethorpe County); Ms. Stratton and Mr. Zimmerman, and Ms. Vernon (Oconee County); Ms. Lane, Ms. Dunn, Mr. Timmons (Athens-Clarke County); Mr. Moak, Mrs. Booth (Madison County). Mr. Nale, Mr. Prokasy, Mr. Miller and Ms. Crawford were excused. Mr. Shapiro was absent. Staff present were Mrs. Ames, Mrs. Simonds, and Mr. Katzman, who recorded the minutes.

Mr. Jones welcomed new Board member Ramona Booth then asked that she and the Board members briefly introduce themselves.

The minutes of October 16, 2008 board meeting were unanimously approved on a motion and second by Mr. Timmons and Mr. Zimmerman. There was no public comment. The agenda was unanimously adopted upon a motion and second from Ms. Dunn and Mr. Moak.

The Financial Report was presented for information purposes by Ms. Simonds. Revenue expenditures for the Regional System are at 50% of fiscal year. There has been a budget reduction of materials grant and Special Needs Center. Expenditure is at 49.34%. The supply budget is over budget and we are recycling as much as possible. Revenue for copying is over what's budgeted. We are looking into the price of copies at each branch for next meeting. We are where we should be with revenue at 48.88% exceeding expenses at 47.71%. Revenue for all fines and fees are above 50%, reflecting an increase in attendance.

Audit - Ms. Simonds addressed the 2007 audit which was completed in December. The Board will be receiving copies. She said that we now have three people in the Business Office and have achieved a proper separation of duties between managers and staff. We track all capital assets. There has been no mismanagement of funds. Now it is our burden to prove each action on a regular basis. We monitor our own internal controls and risk assessment through a Corrective Plan.

Agreed Upon Principles - Ms. Simonds said the cost of a full audit is between 30-50 thousand dollars. In the future we will have a lighter version in conjunction with other libraries by a hired CPA that will take less time, and will be based on "agreed upon principles" with fellow libraries. The cost will be approximately \$3500, though some counties may want a full audit. The cost is covered by a System Services Grant.

403B Annuities - Ms. Simonds mentioned the list of our Annuities and said that we need a vote to allow us to continue using them due to the new IRS regulations concerning information sharing agreements among annuity companies. We offer seven at the present time. It is up to employees to choose from them and they can track them online. A discussion regarding annuities and their criteria took place. Mrs. Ames said

that we were required to have a plan by October as to how many we will offer. Ms. Simonds mentioned that UGA, for instance, offered only two or three. She will do research on ratings for the ones we offer. Mrs. Lane made a motion to table this until next meeting, which was seconded by Ms. Stratton.

Regional Reports followed from each county.

Oconee: Ms. Stratton reported that usage has increased. The new roof was completed in October and Clare Aurwater has done a great job of keeping building maintenance up to date. The cost over budget was \$90,000 as water coming into the library was significant. A bench was dedicated in October in memory of Jim White who was a supporter of the Friends of the Library. His wife works there part-time. In November Janet Higdon presented a genealogy program. There were four YA programs in which thirty-nine teens participated and twenty nine programs for children. The Friends hosted Darryl Huckabee and twenty-five people attended. Jackie Elsner is the Interim Branch Manager while Clare is on extended leave. On Friday January 23 a "Lock-In" program will be presented—Searching After Sunset—from 6 PM until 10 PM, co-sponsored by Clarke-County, featuring Atlanta author Patricia Sprinkle at 7 PM.

Franklin: Mr. Bowns reported that Wayne Miller is making progress and Emma LeCroy's mother passed away. There was a meeting on Monday the 12th at Carnsville City Hall. They have done a great job with the renovation to initiate the library there but there are still many issues involved, such as putting in a book return box in City Hall. There has been a substantial increase in usage. We need more computers, he said. People are waiting for them. The city is interested. Royston received \$7,000 in SPLOST funds for lighting in library. He mentioned wi-fi for Lavonia and Mrs. Ames said it had been ordered.

Madison: Mr. Moak said that the quarterly stats were up. Computer use is up and people need to take a number and rotate use as all of them are full most of the time. There are roof problems and they are meeting with the new County Commissioner about it. There was a gift of a \$1,000 in honor of Miss Sweeney's daughter for CD's.

Clarke: Fran Lane announced the appointment of Warren Flick to the board. She mentioned the five areas the board would be focusing on. The first topic covered was Financial—How to Read a Financial Report. She mentioned the Book Sale on Feb. 24, Legislators Day Feb. 26. The Governor has us 4th on the list for our renovation and expansion.

Oglethorpe: Mr. Gresham said that the board wasn't meeting until next week.

In her Director's report, Mrs. Ames said she had a meeting with the Oglethorpe Rotary Club that was well-received. She mentioned that we have 6 people in our system that are in library school and that Miguel had just gotten his MLS. Mrs. Ames reported that Representative Bob Smith spoke with attorney Sharon Gay to examine the possibility of the development of a plan for library-specific taxing assessment districts. It will change the way tax bills look. Representative Smith believes that library should become "high tech centers." We are 4th on the Governor's list for funding, she reported, and it has been recommended that the first eleven be funded. Oconee is still on the list--but not on SPLOST--so may fall down, while Royston is farther down. There will be an architect at Franklin County's next meeting. She held up the Fact Sheet and reiterated the importance of Legislative Day and the need to speak with Legislators.

Unfinished Business

Insurance Services

Ms. Stratton reported that due to the State Auditor, the Board is engaged in the bid process for library insurance. Our insurance contract ends March 1. The Finance Committee asked five insurance companies to bid. Two companies sent back bids. The sealed bids were opened just before the meeting today. The Boswell Group bid \$35,087, and Accu Rate bid \$39,531. The Finance Committee has just unsealed the bids so not yet ready to award the contract. They want to review the components and then the board will request a vote prior to the April meeting. The bidding process was the same for all of the companies and they all received the same material. Ms. Stratton moved to allow the Finance Committee to complete work on the library insurance bids, report to the Chair, and conduct a vote (either by phone, teleconference, or email). The motion was seconded by Mr. Prokasy and unanimously adopted.

New Business

1. Mrs. Ames addressed Policy Corrections on Holds from a handout sheet. The maximum holds should be 50, not 5. Mr. Timmons suggested a wording change to "regardless of" in the same section's Return Policy--Section 2496. Mrs. Ames made a motion to accept this document "as is" with these changes which was seconded by Mr. Moak and unanimously adopted.

2. Committees – Mrs. Booth was assigned to the Personnel Committee. Ms. Vernon's said that she will serve until her term expires at the end of the year.

3. Director's Evaluation – Chairman Jones said that the stamped envelope at each members chair had the Director's Evaluation in it. It is due to Mr. Shapiro by Feb.

Page Four
Athens Regional Library
January 15, 2009

15. He will meet with Mr. Shapiro after they are all turned in.

Other Business

1. Legislative Day, February 26 – Chairman Jones asked all of the members to attend. We will meet at the library to carpool.

The meeting was adjourned at 5:12 following the announcement that the next meeting is on April 16, 2009.

Kathryn S. Ames, Secretary

Minutes
Finance Committee
January 15, 2009

The Finance Committee met at 2:30 on January 15, 2009, to receive the bids for insurance coverage. Present were Mrs. Stratton, Mr. Zimmerman, Mr. Moak, Dr. Prokasy, Mr. Jones, and Mrs. Ames. Mrs. Stratton discussed the procedures to be followed.

The Bid Opening Procedure is as follows:

Bids will remain sealed until time of bid opening. Bids received after the deadline will not qualify for opening. If a bid is received before the deadline and the bidder wants it returned, it is permissible to return the material. If the bid is resubmitted, it must be received by the deadline. All bids received after the specified bid opening time shall be returned unopened.

At the designated time, bids will be opened in public by the Chairman of the Finance Committee with a second board member present. The number of bids received will be announced as well as the name of the bidders. The Chairman may choose to read the specific amounts aloud and have those elements recorded.

The Athens Regional Library Board will be given the bids for evaluation based on cost and service provided in the proposal. The Board will establish criteria for evaluating the service element of the bid and initiate the award of contract.

Bids are not considered awarded until they are approved by the Board. Bids submitted by unsuccessful bidders will be kept for 30 days after the board action. Once all of the required documents have been received from the bidder who was awarded the contract, letters will be sent to unsuccessful bidders.

Two bids were received and were opened by Mrs. Stratton. She will make a recommendation to the Regional Board which will meet at 3:30, Jan. 15.

The meeting was adjourned at 3:05 PM.

Draft Agenda
Athens Regional Library Board
April 16 2009

Call to Order

Minutes of the January 15 Meeting; Finance Committee Meeting

Public Comment

Adopt Agenda

Financial Report

Audit for 2007

Agreed Upon Principles for 2008

Regional Reports

Director's Report

Unfinished Business

Insurance Services [record final vote]

403B Programs Available to Staff

Director's Evaluation Process

New Business

Committee Appointments

Amend FY2009 Budget [Health Insurance Rebate]

Construction Update

Other Business

Meetings for 2009 at 3:30 PM

July 17

October 15

Athens Regional Library
FY2009
July 1, 2008 through March 31, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|-------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| <i>Regional:</i> | | | | |
| Wages/Benefits Courier | 7,878.81 | 7,083.59 | 795.22 | 89.91% |
| Vehicle Operating & Repairs | 9,810.00 | 4,058.86 | 5,751.14 | 41.37% |
| Summer Reading Club | 4,000.00 | 1,233.62 | 2,766.38 | 30.84% |
| Staff Development Day | 1,500.00 | 1,341.81 | 158.19 | 89.45% |
| Debt Collection Service | 15,000.00 | 7,358.79 | 7,641.21 | 49.06% |
| Workers Compensation | 12,000.00 | 12,000.00 | - | 100.00% |
| Professional Fees* | - | 604.00 | (604.00) | |
| Postage | 7,000.00 | 5,163.00 | 1,837.00 | 73.76% |
| Travel | 8,807.19 | 4,184.54 | 4,622.65 | 47.51% |
| Printing and Publicity | 2,000.00 | 660.26 | 1,339.74 | 33.01% |
| Dues/Registration | 2,000.00 | 1,901.00 | 99.00 | 95.05% |
| Computer Maintenance | 2,420.00 | 413.82 | 2,006.18 | 17.10% |
| Insurance | 17,142.00 | 11,165.00 | 5,977.00 | 65.13% |
| Supplies | 21,842.00 | 21,627.60 | 214.40 | 99.02% |
| Personnel | 661,255.57 | 495,941.68 | 165,313.89 | 75.00% |
| Materials | 75,739.78 | 53,401.80 | 22,337.98 | 70.51% |
| System Services Grant | 141,019.48 | 105,764.61 | 35,254.87 | 75.00% |
| Special Needs Learning Center | 127,912.22 | 80,320.82 | 47,591.40 | 62.79% |
| Totals | <u>1,117,327.05</u> | <u>814,224.80</u> | <u>303,102.25</u> | <u>72.87%</u> |

*Drug Free Workplace Fees to be offset by Insurance Discount

| | | | | |
|------------------------------|---------------------|---------------------|-------------------|---------------|
| <i>Athens-Clarke County:</i> | | | | |
| Outreach | 44,000.00 | 33,000.00 | 11,000.00 | 75.00% |
| Personnel | 1,563,187.00 | 1,170,030.37 | 393,156.63 | 74.85% |
| Operating Expenses | 226,896.00 | 182,835.53 | 44,060.47 | 80.58% |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

FY2009
Athens Regional Library
July 1, 2008 through March 31, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|---------------------------|--------------------------|----------------------------|-----------------------|---------------------------------|
| <i>Franklin County:</i> | | | | |
| Outreach | 15,000.00 | 11,250.00 | 3,750.00 | 75.00% |
| Personnel | 73,265.00 | 54,894.17 | 18,370.83 | 74.93% |
| Operating Expenses | 7,775.00 | 3,665.92 | 4,109.08 | 47.15% |
| Totals | <u>96,040.00</u> | <u>69,810.09</u> | <u>26,229.91</u> | <u>72.69%</u> |
| <i>Madison County:</i> | | | | |
| Outreach | 14,900.00 | 11,175.00 | 3,725.00 | 75.00% |
| Personnel | 136,881.00 | 102,425.32 | 34,455.68 | 74.83% |
| Operating Expenses | 32,234.00 | 21,107.50 | 11,126.50 | 65.48% |
| Totals | <u>184,015.00</u> | <u>134,707.82</u> | <u>49,307.18</u> | <u>73.20%</u> |
| <i>Oconee County:</i> | | | | |
| Outreach | 23,000.00 | 17,250.00 | 5,750.00 | 75.00% |
| Personnel | 408,302.00 | 289,103.67 | 119,198.33 | 70.81% |
| Operating Expenses | 46,213.00 | 26,759.47 | 19,453.53 | 57.90% |
| Totals | <u>477,515.00</u> | <u>333,113.14</u> | <u>144,401.86</u> | <u>69.76%</u> |
| <i>Oglethorpe County:</i> | | | | |
| Outreach | 10,500.00 | 7,875.00 | 2,625.00 | 75.00% |
| Personnel | 67,422.55 | 47,196.71 | 20,225.84 | 70.00% |
| Operating Expenses | 9,761.00 | 5,744.47 | 4,016.53 | 58.85% |
| Totals | <u>87,683.55</u> | <u>60,816.18</u> | <u>26,867.37</u> | <u>69.36%</u> |
| GRAND TOTALS | <u>3,796,663.60</u> | <u>2,798,537.93</u> | <u>998,125.67</u> | <u>73.71%</u> |

FY2009
Athens Regional Library
July 1, 2008 through March 31, 2009

| <i>Revenue:</i> | <u>Budget Amount</u> | <u>Amount Received</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|---------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| <i>Regional:</i> | | | | |
| Outreach | 107,400.00 | 80,550.00 | 26,850.00 | 75.00% |
| Interest | 4,000.00 | 2,942.32 | 1,057.68 | 73.56% |
| Personnel | 661,255.57 | 495,941.68 | 165,313.89 | 75.00% |
| Materials* | 75,739.78 | 53,401.80 | 22,337.98 | 70.51% |
| System Services Grant | 141,019.48 | 105,764.61 | 35,254.87 | 75.00% |
| Special Needs Learning Center** | 127,912.22 | 80,320.82 | 47,591.40 | 62.79% |
| Totals | <u>1,117,327.05</u> | <u>818,921.23</u> | <u>298,405.82</u> | <u>73.29%</u> |

*Includes a \$48,975.00 Budget Reduction

** Includes \$17,000.00 Budget Reduction

Athens-Clarke County:

| | | | | |
|------------------------|---------------------|---------------------|-------------------|---------------|
| Board of Commissioners | 1,643,352.00 | 1,232,514.00 | 410,838.00 | 75.00% |
| City of Winterville | 13,000.00 | 9,000.00 | 4,000.00 | 69.23% |
| Fines and Fees | 88,075.00 | 84,512.48 | 3,562.52 | 95.96% |
| Outside Revenues | 83,656.00 | 56,083.30 | 27,572.70 | 67.04% |
| Interest | 6,000.00 | 3,756.12 | 2,243.88 | 62.60% |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

Franklin County:

| | | | | |
|-----------------------------------|------------------|------------------|------------------|---------------|
| Board of Commissioners | 30,000.00 | 22,500.00 | 7,500.00 | 75.00% |
| Board of Education | 30,000.00 | 30,000.00 | - | 100.00% |
| Cities of Lavonia, Royston, Canon | - | - | - | |
| Carnesville & Franklin Springs | 28,950.00 | 22,725.00 | 6,225.00 | 78.50% |
| Transfer from Reserve | 1,090.00 | | 1,090.00 | |
| Fines and Fees | 6,000.00 | 7,457.43 | (1,457.43) | 124.29% |
| Totals | <u>96,040.00</u> | <u>82,682.43</u> | <u>13,357.57</u> | <u>86.09%</u> |

Madison County:

| | | | | |
|-------------------------------|-------------------|-------------------|------------------|---------------|
| Board of Commissioners | 173,015.00 | 129,761.28 | 43,253.72 | 75.00% |
| Fines, Fees and Copy Machines | 11,000.00 | 10,651.18 | 348.82 | 96.83% |
| Totals | <u>184,015.00</u> | <u>140,412.46</u> | <u>43,602.54</u> | <u>76.30%</u> |

Athens Regional Library
July 1, 2008 through March 31, 2009

| Revenue: | <u>Budget Amount</u> | <u>Amount Received</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|----------------------------------|---------------------------------|-----------------------------------|-----------------------|--|
| <i><u>Oconee County:</u></i> | | | | |
| Board of Commissioners | 402,515.00 | 301,886.25 | 100,628.75 | 75.00% |
| Board of Education | 30,000.00 | 30,000.00 | - | 100.00% |
| City of Watkinsville | 11,000.00 | 11,000.00 | - | 100.00% |
| City of Bogart | 6,000.00 | - | 6,000.00 | 0.00% |
| Fines and Fees | <u>28,000.00</u> | <u>24,163.65</u> | <u>3,836.35</u> | <u>86.30%</u> |
| Totals | <u>477,515.00</u> | <u>367,049.90</u> | <u>110,465.10</u> | <u>76.87%</u> |
| <i><u>Oglethorpe County:</u></i> | | | | |
| Board of Commissioners | 55,781.00 | 40,695.30 | 15,085.70 | 72.96% |
| Board of Education | 15,000.00 | 15,000.00 | - | 100.00% |
| City of Maxeys | 200.00 | - | 200.00 | 0.00% |
| City of Crawford | 500.00 | 500.00 | - | 100.00% |
| City of Arnoldsville | 500.00 | 500.00 | - | 100.00% |
| City of Lexington | 500.00 | 500.00 | - | 100.00% |
| Fines, Fees and Copy Money | 8,500.00 | 8,176.99 | 323.01 | 96.20% |
| Meeting Room | 300.00 | 115.00 | 185.00 | 38.33% |
| Transfer from Reserve | <u>6,402.55</u> | <u>-</u> | <u>6,402.55</u> | <u>0.00%</u> |
| Totals | <u>87,683.55</u> | <u>65,487.29</u> | <u>22,196.26</u> | <u>74.69%</u> |
| GRAND TOTALS | <u>3,796,663.60</u> | <u>2,860,419.21</u> | <u>936,244.39</u> | <u>75.34%</u> |

Athens Regional Library System

Annuities Available

List compiled as of November 19, 1997

Updated on 2/28/2004

Updated 3/31/2009 mfs

Waddell & Reed

PO BOX 29219

Shawnee Mission, KS 66201

1-888-923-3355

RELIASTAR LIFE INSURANCE CO.

PO BOX 5060

MINOT, ND 58702

1-877-884-5050

TSA 403(b)

AIG RETIRENT – formerly VALIC

403(b)

100 Ashford Center Ste.100

Atlanta, GA 30338

1-800-892-5558

The Royce Funds

PO Box 419733

Kansas City, MO 64141-6733

403(B)

TIAA- CREF 403(b)

730 Ave 21 NE

New York NY 10017-3206

800-842-2776

T. Rowe Price 403 (b)

10090 Red Run Blvd.

Owings Mills, MD 21117-4827

1-800-401-3279

American Funds Service Company

PO Box 2280

Norfolk, VA 23501-2280

Todd Emily

403(B)

TIAA-CREF Life Insurance Company
Insurance - Life, Annuity, and
Accident (Operating Company)

A++

Stable

aaa

Stable

US: New York

Wadell and Reed no rating available

The Royce Funds no rating available

06846

ReliaStar Life Insurance Company
Insurance - Life, Annuity, and
Accident (Operating Company)

A+

Stable

aa-

Stable

US: Minnesota

58101

AIG Retirement Services, Inc.
Insurance - Life, Annuity, and
Accident (Holding Company)

Not Applicable

Not Applicable

T Rowe Price no rating available

American Funds no rating availab

GHI Temporary Insurance Reduction Proposed Expenditures

Clarke County: \$37,453.11

- 24 computers
- 5 mini laptop computers
- 3 Kindles with downloaded books
- Overdrive Download Station
- Temporary Summer Help

Franklin County: \$1,482.23

- Special Summer Reading Club Performances in 2 locations
- DVDs

Madison County: \$3,830.27

- AWE early literacy computer for children
- Temporary Summer Help

Oconee County: \$10,795.41

- 7 computers
- 4 laptop computers
- UPS

Oglethorpe County: \$1365.91

- 5 computers
- 2 Stools

Regional [System Services Grant, Special Needs Center]: \$7,761.41

- Large Print Books
- 4 computers
- ValueLine Subscription for region

Regional Office & Processing Supplies: \$10,000

Georgia Health Insurance Temporary Reduction

The Board of Community Health has approved the revised 2009 employer contribution rates. Effective April 1, 2009, and through the remainder of FY09, the employer contribution rate will be reduced from 18.534% to 3.688% of total salaries.

SAVINGS ON GHI REDUCTION FY2009

TOTAL 72,688.33

PROPOSED EXPENDITURES

REGIONAL PROCESSING SUPPLIES 10,000.00

| COUNTY | AMOUNT |
|---------|-----------|
| ACCO | 37,453.11 |
| FR CO | 1,482.23 |
| MAD CO | 3,830.27 |
| OC CO | 10,795.41 |
| OGLE CO | 1,365.91 |
| SNLC | 3,997.34 |
| SSG | 3,764.06 |

TOTAL 62,688.33

Grants Athens Regional Library FY2008-FY2009

| Source of Funding | Description | Amount |
|--|--|----------------------|
| Finra Investor Education Foundation | "Smart Investing @ your Library" | 94,510.00 |
| Georgia Humanities Council | "Telling My Own Story Graphic Novel Project" | 223.00 |
| Georgia Humanities Council | "Looking at Jazz" | 1,000.00 |
| "Let's Talk About it" Jewish Lit Grant | Jewish Literature Grant | 2,000.00 |
| ACCL SPLOST | Materials Grant | 130,000.00 |
| ACCL FOL | Wish List FY09 | 36,243.00 |
| Georgia Humanities Council | Scottish Festival Grant | 2,000.00 |
| TOTAL | | \$ 265,976.00 |

**ATHENS REGIONAL LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

Management's discussion and analysis of the financial performance of the Athens Regional Library System (ARLS) is intended to provide the reader of these financial activities for the year ended June 30, 2007.

Overview of The Athens Regional Library System

A regional library system by definition is a group of county library boards located in multijurisdictional political areas with an operating agreement to provide centralized management, ordering of materials, financial responsibilities, and professional library services under the authority of a regional library board.

Member library boards of the Athens Regional Library System are Athens-Clarke, Franklin, Madison, Oconee and Oglethorpe Counties. Government funding is received from each of the counties, several boards of education and some cities with each county.

The accounting records of the Athens Regional Library System are maintained in a manner to allow each local board to receive a detailed statement of net assets and fund financial statements specific to its funding level. Regional dues are allocated to a separate fund to cover those expenditures that are incurred by the regional offices. The following reports combine all operating information into one *government-wide financial statement*.

Financial Highlights for 2007

- * The State of Georgia provided an End of Year May Rebate/Supplemental System Services Grant of \$24,165 received from Georgia Public Library Services. Funds Were used to by materials needed, and computer software for the region.
- Received Library Services and Technology Act grant funds in the amount of \$4,000 for 2007 Vacation Reading Program, and \$48,079 for a Family Literacy Grant.
- Continued Year 3 of the Institute of Library and Museum Sciences grant for Pinewoods Hispanic Library. The IMLS National Leadership Grant award for this year was \$101,516. Pinewoods Library received the Public Library Association Highsmith Library Innovation Award in June 2007 for its "Familia a Familia" program.

**ATHENS REGIONAL LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

*The Endowment continues its exclusive support for the Athens-Clarke County Library with over \$674,363 in investments and money market funds.

General revenues were \$2,409,856 and accounted for 58% of total revenue for fiscal year 2007. Program specific revenues in the form of charges for services and contributions were \$311,451. Expenses related to governmental activities were \$1,411,392.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Library System's basic financial statements. The Library System's basic financial statements comprise three parts: government-wide financial statements, fund financial statements, and notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements.

The *government-wide financial statements* are designed to provide readers with a broad overview of the Library System's finances, in a manner similar to a private-sector business by combining all funds into one reporting entity. By combining all funds the reader, can, at a glance, answer the question "How did we do financially during FY2007?"

The *statement of net assets* presents information on all of the Library System's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Library System is improving or deteriorating.

The *statement of activities* presents information showing how the Library System's net assets changed during the most recent fiscal year based on the activities specific to a Library System. The activities (or functions) of the Library System include Public Service, Technical Services, Support Services, Maintenance and Operations and Information Technology.

**ATHENS REGIONAL LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

All revenues and expenditures are reported as soon as the underlying event occurs, regardless of when the cash will be affected. Thus, revenues and expenditures are reported in this statement for some items that will result in cash flows in future fiscal periods.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been separated for specific activities or objectives. The Library System uses fund accounting to ensure compliance with finance-related legal requirements. All of the funds of the Library System are considered governmental funds.

Governmental funds are used to account for essentially the same functions reported in the government-wide financial statements. However, unlike the government-wide financial statements, fund financial statements focus on how money flows into and out of those funds and the balances left at year-end for spending in future periods. These funds are reported using an accounting method called modified accrual accounting. The governmental fund statements provide a detailed short-term view of the Library System's general government operations and the basic services it provides.

**ATHENS REGIONAL LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

Financial Analysis Government-wide

The Summary of the Regional Library System's Net Assets provides the perspective of the Library System as a whole. Table 1 provides a summary of the Library System's net assets for fiscal year 2007 compared to fiscal year 2006.

| | Governmental Activities | |
|---------------------------------------|----------------------------|----------------------------|
| | Fiscal <u>Year 2007</u> | Fiscal <u>Year 2006</u> |
| <u>ASSETS</u> | | |
| Cash and Cash Equivalents | \$ 370,455.21 | 1,204,788.00 |
| Investments | 873,590.34 | |
| Accounts Receivable, Net | | |
| Local | 455,338.58 | 150,171.00 |
| Federal Government | 99,662.99 | 75,046.00 |
| Other | 36,315.63 | 38,493.00 |
| Less: Allowance for Doubtful Accounts | 27,911.57 | |
| Inventories | 23,214.33 | 14,233.00 |
| Capital Assets | | |
| Equipment | 294,016.00 | 294,016.00 |
| Library Collections | 9,684,238.02 | 9,378,682.00 |
| Less: Accumulated Depreciation | (6,995,412.02) | (6,581,235.00) |
| Total Assets | \$ 4,813,507.51 | 4,574,194.00 |

| | | Fiscal Year 2007 | Fiscal Year 2006 |
|---|----|---------------------|---------------------|
| <u>LIABILITIES</u> | | | |
| Accounts Payable | \$ | 8,932.61 | - |
| Long-Term Liabilities | | | |
| Due Within One Year | | 135,232.42 | 146,027.00 |
| Due in More Than One Year | | <u>36,681.50</u> | <u>11,924.00</u> |
| Total Liabilities | \$ | <u>180,846.53</u> | <u>157,951.00</u> |
| <u>NET ASSETS</u> | | | |
| Invested in Capital Assets, Net of Related Debt Restricted for | \$ | 2,982,842.00 | 3,091,463.00 |
| Endowment Fund | | 674,362.90 | 589,679.00 |
| Unrestricted | | <u>975,456.08</u> | <u>735,101.00</u> |
| Total Net Assets | \$ | <u>4,632,660.98</u> | <u>4,416,243.00</u> |
| Total Liabilities and Net Assets | \$ | <u>4,813,507.51</u> | <u>4,574,194.00</u> |

Net assets serve as an indicator of an entity's financial position. The Regional Library System's unrestricted net assets at June 30, 2007 were approximately \$975,456.

**ATHENS REGIONAL LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

Table 2 shows the changes in net assets for fiscal year 2007 compared to the changes in net assets for fiscal year 2006.

**Table 2
Changes in Net Assets**

| | Governmental Activities | |
|--|-------------------------|---------------------|
| | Fiscal Year 2007 | Fiscal Year 2006 |
| Revenues | | |
| Program Revenues | | |
| Charges for Services | 216,553.50 | 180,654.00 |
| Operating Grants and Contributions | 1,257,796.54 | 1,075,562.00 |
| Total Program Revenues | 1,474,350.04 | 1,256,216.00 |
| General Revenues: | | |
| Allotment from Participating Governments | 2,563,452.00 | 2,162,298.00 |
| Interest | 67,403.90 | 41,793.00 |
| Miscellaneous | 138,203.30 | 58,122.00 |
| Total General Revenues | 2,769,059.20 | 2,262,213.00 |
| Total Revenues | 4,243,409.24 | 3,518,429.00 |
| Expenditures | | |
| Current | | |
| Public Service | 2,384,046.34 | 2,586,489.00 |
| Technical Services | 245,894.35 | 232,802.00 |
| Support Services | 748,577.25 | 420,664.00 |
| Maintenance and Operations | 195,651.06 | 173,400.00 |
| Information and Technology | 309,310.30 | 312,060.00 |
| Total Expenditures | 3,883,479.30 | 3,725,415.00 |

| | | |
|-------------------------------|--------------|--------------|
| Change in Net Assets | 359,929.94 | (206,986.00) |
| Net Assets, Beginning of Year | 4,416,243.00 | 4,623,129.00 |
| Net Assets, End of Year | 4,632,660.00 | 4,416,243.00 |

The Regional Library System's Funds

The Regional Library System's Funds are accounted for using the modified accrual basis of accounting. Total governmental funds had revenues of \$4.2 million and expenditures of \$3.8 million and were not significantly amended during the year.

Capital Assets and Debt Administration

At the end of fiscal year 2007, the Library had \$2.9 million invested in capital assets.

| | Governmental Activities | |
|----------------------|-------------------------|---------------------|
| | Fiscal Year 2007 | Fiscal Year 2006 |
| Equipment | 89,664.00 | 105,938.00 |
| Library Collections | 2,893,178.00 | 2,985,525.00 |
| Total Capital Assets | 2,982,842.00 | 3,091,463.00 |

Debt

At fiscal year end June 30, 2007, the Library had \$.1 million in compensated absences outstanding. Table 4, shown below, summarizes balances in compensated absences at June 30, 2007, compared with June 30, 2006 balances.

**ATHENS REGIONAL LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

**Table 4
Debt at June 30**

| | Governmental Activities | |
|----------------------|-------------------------|----------------------|
| | Fiscal Year 2007 | Fiscal Year 2006 |
| Compensated Absences | <u>\$ 159,697.00</u> | <u>\$ 157,951.00</u> |

Economic Factors and Next Year's Budget

The Library's financial position for next year is expected to remain stable. State Grant Funds are expected to decrease due to State Legislative proposed budget cuts in System and Services and Special Needs Library Services. Local funding agencies are expected to match at least the level of funding from the previous year. Limited SPLOST materials funds will be available during FY2008 but will continue in FY2009. There are no know facts, decisions, or conditions that are expected to have a significant effect on the Library's financial position (net assets) or results of operations (revenues, expenses, and other changed in net assets).

Request for Information

This financial report is designed to provide a general overview of the Regional Library System's finances and to show the Library System's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Mamie Fike Simonds, Business Manager of the Athens Regional Library System, Athens, Georgia. You may email your questions to msimonds@athenslibrary.org.

The assets of the Library exceeded its liabilities at the close of the most recent fiscal year by \$157,951. Of this amount, \$386,487 (cash and cash equivalents) may be used to meet the Library's ongoing obligations to citizens and creditors. As of the close of the current fiscal year, the Library's governmental funds reported combined ending fund balances of \$1,482,731. Of this amount, \$889,639 or 60% is available in the general fund for spending at the Library's discretion (unreserved fund balance).

The Library added to its sources of revenues this fiscal year by adding an Enterprise fund (operations that are financed and operated in a manner similar to private business enterprises, where the stated intent is that the costs of providing services to the general public on a continuing basis are financed primarily through user charges) by offering Passport services to Patrons.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis are intended to serve as an introduction to the Library's basic financial statements. The Library's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. We have also included the corrective action plans for each finding. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Library's finances using the modified accrual basis of accounting.

The statement of net assets presents information on all of the Library's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating. Net assets increase when revenues exceed expenditures. Increases to assets without a corresponding increase to liabilities, result in increased net assets, which indicates an improved financial position.

The statement of activities presents information showing how the Library's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in the statement for some

items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

Fund Financial Statements

The fund financial statements of the Library consist of a series of statements that focus on the information about the Library's major governmental funds. A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The Library's governmental funds are used to account for essentially the same functions reported as government activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of usable resources as well as on balances of usable resources available at end of the fiscal year. Such information may be useful in evaluating the Library's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Library's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information

The basic financial statements are followed by a section of required supplementary information. This section includes a budgetary comparison schedule, which includes comparison between the statutory fund balance for budgetary purposes and the fund balance for the general fund as presented in the government fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net assets may serve, over time, as a useful indicator of the Library's financial position. In the case of the Library, assets exceeded liabilities by \$157,951 at the close of June 30, 2006.

The Library's net assets reflect its investment in capital assets (e.g., capital improvement, furniture, equipment, and materials). The Library uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

FINANCIAL ANALYSIS OF THE LIBRARY'S FUNDS

At the end of the current fiscal year, the Library's governmental funds reported combined fund balances of \$1,482,731. Approximately 60 % of this total constitutes unreserved fund balance, which is available for spending at the Library's discretion.

The general fund is the principal operating fund of the Library. At June 30, 2006, the general fund reported a fund balance of \$1,482,731. For the fiscal year ended June 30, 2006, total revenues in the general fund reported a balance of \$3,518,529. Total cost of all programs and services were \$3,484,685 showing an excess of \$33,844.

BUDGETARY HIGHLIGHTS

Total revenues were \$24,159 over final budget, which represents less than a 1% increase. Actual expenditures were \$9,685 under final budget.

CAPITAL ASSETS

At the end of June 30, 2006, the Library has \$3,091,463 invested in capital assets net of accumulated depreciation. Additions to capital assets during 2006 include additions/deletions from the materials collections and equipment (the purchase of a new outreach van for regional outreach services).

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The management of the Library prepares funding requests for each of its funding agents. These requests include the cost of continued operations and any new programs the Library wants in the next fiscal year. These requests are consolidated into the Library's Operating Budget. The state requires local funding agencies to, at a minimum, match the level of funding from the previous year. This requirement provides some protection from the volatile economic factors for the Library. Once funding is approved by the funding agents, an operating budget is prepared and approved by the Board. During the year, budget adjustments may be made to more accurately reflect expenses and approved funding from the funding agents. The price of gas as well as other utilities was a major factor in the increase in operating expenses for the Library during this fiscal year 2006.

CONTACTING THE LIBRARY'S FINANCIAL MANAGER

This financial report is designed to provide our citizens and creditors with a general overview of the Library's finances and to demonstrate the Library's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Mamie Fike Simonds, Business Manager at The Athens Regional Library System, 2025 Baxter Street, Athens, GA 30606.

MFS 12/22/08

ATHENS REGIONAL LIBRARY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2007

COMMUNICATION OF INTERNAL CONTROL DEFICIENCIES

The auditor is required to communicate to management and those charged with governance control deficiencies identified during the course of the financial statement audit that, in the auditor's judgment, constitute significant deficiencies or material weakness.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affect the Athens Regional Library's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Athens Regional Library's financial statements that is more than inconsequential will not be prevented or detected by the Athens Regional Library's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Athens Regional Library's internal control.

Any identified deficiencies in internal controls that we did not consider to be significant deficiencies and/or material weaknesses have been communicated to management and those charged with governance within a separate management letter dated February 16, 2009. Internal control deficiencies identified during the course of this engagement that were considered to be significant deficiencies and/or material weaknesses are presented below:

FINANCIAL REPORTING

Inadequate Controls over Financial Reporting

Material Weakness

Finding Control Number: FS-6292-07-01

Condition: The Library did not have adequate controls in place over the financial statement reporting process.

Criteria: Management is responsible for having adequate controls over the financial reporting process, which not only includes proper recording of transactions to the general ledger, but extends to accurate preparation and presentation of the financial statements, including note disclosures.

Questioned Cost: N/A

ATHENS REGIONAL LIBRARY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2007

FINANCIAL REPORTING

Inadequate Controls over Financial Reporting

Material Weakness

Finding Control Number: FS-6292-07-01

- Information: The Governmental Accounting Standards Board (GASB) Statement 34 reporting model requires the presentation of both fund level and entity-wide level statements in the Library's financial statements. Due to a lack of adequate controls over the financial statement preparation and reporting process, the auditor had to prepare the appropriate fund level and entity-wide level financial statements from the Library's general ledger.
- Cause: The Library did not implement an adequate system of internal control over the financial statement reporting process.
- Effect: The Library did not have adequate controls in place to ensure that the financial statements were properly prepared in accordance with generally accepted accounting principles.
- Recommendation: The Library should develop and implement internal controls over the financial statement reporting process to ensure that activity is properly recorded in the general ledger; to verify that financial statements (including note disclosures) properly reflect activity reported in the general ledger, and to include a monitoring process to evaluate the accuracy of the financials presented for audit.

CASH AND CASH EQUIVALENTS

INVESTMENTS

REVENUES/RECEIVABLES/RECEIPTS

EXPENDITURES/LIABILITIES/DISBURSEMENTS

Inadequate Accounting Controls

Material Weakness

Finding Control Number: FS-6292-07-02

- Condition: This is a repeat finding (FS-6292-06-01 and FS-6292-05-02) from the years ended June 30, 2006 and June 30, 2005, respectively. The accounting procedures of the Library were insufficient to provide for adequate controls over Cash and Cash Equivalents, Investments, Revenues/Receivables/Receipts, and Expenditures/Liabilities/Disbursements.

ATHENS REGIONAL LIBRARY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2007

CASH AND CASH EQUIVALENTS
INVESTMENTS
REVENUES/RECEIVABLES/RECEIPTS
EXPENDITURES/LIABILITIES/DISBURSEMENTS

Inadequate Accounting Controls

Material Weakness

Finding Control Number: FS-6292-07-02

Criteria: The Library's management is responsible for designing and maintaining internal controls that provide reasonable assurance that all financial activity is properly approved, documented, processed and reported within the accounting records in accordance with generally accepted accounting principles.

Questioned Cost: N/A

Information: Our examination of the accounting records revealed the following deficiencies:

Cash and Cash Equivalents

- The Library did not attempt to reconcile its cash accounts during the fiscal year. Other than reconciliations for June 2005, June 2006, and June 2007, which were prepared at the time of audit fieldwork, no other reconciliations have been prepared since June 2004.
- The reconciliation for the General Operating bank statement at June 30, 2007 was incomplete and contained numerous reconciling items that were either unidentified variances or could not be adequately documented by Library personnel.
- The reconciliation for the General Operating bank statement at June 30 did not reconcile to the general ledger by \$10,556.57.
- The outstanding check list provided for the audit contained voided checks totaling \$80,189.40. The Library was unable to provide documentation for \$20,135.72 of these voided checks.
- An audit adjustment of \$100,000.00 was required to correct a posting error made by the Library.

Investments

- Stocks and Certificates of Deposit were not reported on the general ledger at fair market value at June 30, 2007, resulting in an understatement of \$12,027.15.

ATHENS REGIONAL LIBRARY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2007

CASH AND CASH EQUIVALENTS
INVESTMENTS
REVENUES/RECEIVABLES/RECEIPTS
EXPENDITURES/LIABILITIES/DISBURSEMENTS
Inadequate Accounting Controls
Material Weakness
Finding Control Number: FS-6292-07-02

Revenues/Receivables/Receipts

- Negative receivables totaling \$33,950.50 were noted on the general ledger at June 30, 2007.
- The prior year audit report disclosed a \$290,189.00 posting error between the Library General Fund revenue and the Endowment Fund. The subsequent period adjustment made by the Library was incorrect leaving a balance of \$4,464.72 still due to the General Fund.
- Unrecorded receivables totaling \$78,857.00 were noted in the subsequent period review.

Expenditures/Liabilities/Disbursements

- At June 30, 2007, invalid payables totaling \$8,932.00 were noted on the general ledger.
- Twenty-two expenditure items selected for testing could not be located.
- Credit card charges totaling \$7,365.55 were not properly classified as employee travel.

Cause: Management failed to reconcile subsidiary ledgers to the general ledger and failed to properly monitor program cash, investments, revenues, expenditures and employee compensation adequately to ensure that financial activity was accurate and properly recorded within the accounting records.

Effect: Without satisfactory accounting controls and procedures in place, the Library could place itself in a position where potential misappropriation of assets could occur. In addition, the lack of controls could impact the reporting of its financial position and results of operations.

Recommendation: The Library should review the accounting procedures in place and design and implement procedures necessary to ensure that all financial activity is properly recorded and reflected within the accounting records.

ATHENS REGIONAL LIBRARY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2007

GENERAL LEDGER

Failure to Report Athens-Clarke County Library Endowment Fund

Material Weakness

Finding Control Number: FS-6292-07-03

- Condition: This is a repeat finding (FS-6292-06-02, FS-6292-05-04 and FS-6292-04-02) from the years ended June 30, 2006, June 30, 2005, and June 30, 2004, respectively. The Library failed to report assets, liabilities and fund balances and the revenues, expenses/expenditures and changes in net assets/fund balances for the Library Endowment Fund which is a blended component unit of the Library. A journal entry was made by the auditor to properly reflect this activity on the financial statements.
- Criteria: GASB Statement No. 39 *Determining Whether Certain Organizations are Component Units* indicates the Library must prepare their financial statements in accordance with generally accepted accounting principles, which includes presenting the financial statements of the Library Endowment Fund on the general ledger.
- Questioned Cost: N/A
- Information: During our examination of the Library Endowment Fund, the following deficiencies were noted:
- Current year revenue and expenditure activity as well as assets, liabilities and changes in net assets/fund balances were not included in the Library's general ledger. All financial activity was maintained in the check book of the endowment bank account.
 - The prior year audit report disclosed \$290,189.00 of Library General Fund revenues deposited into the Endowment Fund bank account. As of the end of fieldwork, \$4,464.72 was still due to the General Fund.
- Cause: Management failed to ensure that adequate accounting controls are established for the Endowment Fund.
- Effect: The failure of the Library to maintain an accurate general ledger can lead to inaccurate internal and external reporting.
- Recommendation: Administrative procedures should be implemented to ensure that all financial data is properly recorded in the general ledger.

Director's Report
April 16, 2009

The first month of the quarter is always busy with regional board meetings and budget discussions. This year was no exception with six quarterly board meetings on Jan. 8, 12, 13, 15, 20 and budget meetings on Jan. 7, 12, 14 and 15. As a part of the regional board meeting, we opened bids for insurance services. This is a major budget item including contents for 11 buildings, auto insurance for 3 vehicles, liability on all facilities, errors and omissions insurance for all staff and trustees, worker's compensation, special art riders, and bonding. Bids were opened on Jan. 15 and the insurance contract was awarded to Boswell Group. The total cost of insurance decreased slightly as a result of this process and a review of our coverage.

The Regents Public Library Advisory Committee [RPLAC] has proposed that the Georgia Public Library Services consider a new method of funding for public libraries. The proposal calls for the development of two demonstration models, one in North and one in South Georgia. This model will examine the cost effectiveness of merging some regional services, the efficiencies of scale, and ultimately, customer service and satisfaction which should remain at least as high as it currently is. Carl Vinson Institute of Government officials will work with the project to ensure that this is thoroughly documented and tested. Since this plan was developed based on my proposal, the first test program will be in Athens with Piedmont Regional [Banks, Jefferson and Barrow Counties], Elbert County and possibly other nearby systems. CVOIG is also responsible for ensuring that one county/system does not bear the full cost of the project and grant funds will be available to help facilitate some of the project.

RPLAC is also looking very carefully at several other issues that impact public libraries including the Maintenance of Effort requirements. This policy states that if the level of local support falls below the previous year's level of support, then state grant funding, which totals over \$1 million for ARLS, would be lost. This includes not only the direct grants but also things like access to Galileo, PINES, GOLD, and internet access. Unfortunately, because of the economic crisis, many libraries are finding their budgets declining. RPLAC voted to continue to support the MOE requirements, but did establish the concept of a waiver in extraordinary circumstances.

RPLAC has continued to meet with Atlanta attorney Sharon Gay to develop a proposal which will go to the legislature next year to establish a public library taxing authority. This legislation would enable each library system, once a county has approved such, to set a millage rate for library services and would remove the annual "begging and pleading" for local support. Rep. Bob Smith has spoken in support of this idea, and we hope it will move forward in next year's legislative session.

In February, I met with architects Rob and Carmen Ponder and local officials to examine the possibility of building additions in both Danielsville and Royston. Both are on the shovel ready list of projects and we needed to obtain a feasibility analysis. Within the budgets that we've established, both would be do-able. In Danielsville, we would likely expand the building by 8000 square feet and expand to meet service needs. In Royston, we examined the possibility of trading spaces with the city. City Hall would move to the current Library space, and the Library would move to the space now occupied by City Hall, a Community Building, and the Ty Cobb plaza. This option was of great concern but the architects have envisioned a very dramatic building with existing funds. Both projects are now officially moved up the list of projects for FY2011 and I have begun developing the Building Programs. A draft of each is due on June 1 and will include community analysis, building space needs, and financial information.

Mike Moak, chair of the Madison county board, and I met with the new county commission chairman, Anthony Dove, in Madison County to discuss the SPLOST funding for their building addition. Originally, \$750,000 was proposed for the library addition and collection growth. To meet state funding guidelines, we would use \$582,000 for construction leaving a generous amount for materials. Actual SPLOST collections have declined below expectations, so that may reduce book purchases. Ed Bowns, Rita Shoemaker and I met with the Mayor of Royston, the city manager and a councilman to discuss funding for the building swap and they will vote on Tuesday evening to finalize finances for this project which is estimated to be approximately \$2 million including state funding.

The auditors finally completed the state audit of our 2007 fiscal year on Jan. 22. There were no surprises; we will be discussing the findings in detail at today's Regional Board meeting, but most were carryovers from the prior fiscal year and we have now taken corrective action. It is expected that we'll have an audit completed for fiscal year 2008 before the end of May. We are making a change from having a state auditor to using a CPA who has worked with audits for years. Instead of spending weeks at the library pulling records, they will be here only for a few days. When Mamie announces their arrival, her office will be totally off limits to everyone for everything except dire emergencies.

We received a grant from the Georgia Humanities Council, in coordination with the Lyndon House and the Thistle and Kudzu Society, to develop a Scottish Festival. This was held on Sat. Jan. 24 and was a huge success. Jackie Elsner provided stories and Laura Carter offered two sessions of Scottish genealogy. Laura later followed up with a more advanced session. Rhiannon Eades worked on publicity and took pictures of the event. She enjoyed the program, but will pass next time on the haggis!

February and March were dedicated to legislative issues. There was no great cheer in the regular FY2010 budget as the overall budget reductions, as ordered by the Governor's Office, were significant. We had hoped for some Maintenance, Repair and Renovation funds, but this was eliminated at the end of the session; a small amount was restored for books. We owe a huge debt of gratitude to the work of Senator Bill Cowsert who worked with the Senate Appropriations Chairman, Jack Hill, to get our Athens project restored to the construction budget. He spent a lot of time ensuring that funding was restored in the 2010 budget and that it remained there when other reductions were being considered. We await the Governor's signature on the overall package. Please thank Senator Cowsert! His support was absolutely essential.

Rep. Bob Smith of Watkinsville is chairman of the House Appropriations Subcommittee on Higher Education and thus has a great influence on public library budgets. One of his major interests is the Library of the Future. I visited Cisco Systems on March 5 at his invitation—they have a really terrific conferencing system which could eliminate a lot of travel to meetings. In addition, there are some opportunities for offering more patron-created content for web pages which would be interesting to both staff and the public. I met with Bob three times during February plus Legislative Day; unfortunately, the House Appropriations Sub-Committee took the Athens Library construction program out of the budget package!

There was a meeting of Talking Book Center library directors where we discussed the future of the service. Several systems are merging [Rome/LaFayette and Columbus/Bainbridge/Albany] and eventually, there will be more emphasis on outreach and customer service. The plan is to warehouse most of the green boxes since the computer system is very efficient in keeping track of users. Gradually, a new digital system will replace the cassettes and will require less storage than

we now provide. The emphasis on identifying people eligible for the service is long overdue, so this could be beneficial for our service.

Donna Brumby, Clare Auwarter, Jackie Elsner and I met with interiors specialist Rene Severson who is handling the redesign of the Oconee County children's area. This project will include new carpeting, paint and a reorganization of the existing space. Other things will be added as we can raise funds for them.

The Athens Board presentation to the Clarke County Commissioners was on Feb. 24. We were limited to requesting a 2% budget increase [\$32,000] and also had to propose a 5% budget reduction. The commissioners made a point of appreciating the library's role in the community and for our assistance with people who are using computers for job searches, building computer skills, and making resumes. Our human interest stories help to bring the library alive. Commissioner Kathy Hoard told us and others that she was particularly impressed with our computer use. All these stats and the stories you share do make a difference!

The Library System Director's Meeting held in Decatur on Feb. 25 focused on cyber security, workforce development and library audits. Discussions from Nate Rall, state construction coordinator, who announced that there must be a reconfirmation of the local financial commitment before a state grant for construction can be approved; Richard Brock, the E-Rate expert, who said that technology plans are OK until 7-30-2010; Tim Daniels, the new coordinator for technology, who announced that PINES courier services from the state will continue for the next 2 years; Lyn Hopper who is working on the Talking Book Service plan that has been sent out for review, Elaine Black, Children's Services Coordinator, who announced visits from Clifford the Big Red Dog who will be in Athens this summer. Lamar Veatch, State Librarian, discussed the stimulus package, but much is still unknown. He wants to see if we can qualify for firewalls, MRR projects, and maybe an expansion of bandwidth.

Work Ready Certification was launched in 2006 by the Governor and the Georgia Chamber of Commerce to improve job training and marketability of the state's workforce. This initiative assesses the skills of Georgia's workers, provides job training, and helps companies match people with the right jobs. The program assesses core skills in math, reading, and locating information and then also measures work habits and behaviors. The program will provide certification for those that complete the classes. For more information, go to www.gaworkready.com. These free assessments are offered at the technical colleges and 3 components are offered. It's definitely something we will offer a link to from our website.

13 trustees from our system attended Library Legislative Day in Atlanta. It was a disaster from my perspective! As it happened, the room was far too small to handle the group. The legislators met in session through lunch and adjourned just in time to go to committee meetings. We did visit the Capitol and managed to speak with many members of our delegation including two new members from Franklin County. As always, they are uniformly supportive of libraries and of construction projects. And it's always good for legislators to meet people from their area; I appreciate those board members who attended.

Rep. Smith took an hour after lunch to meet with the 11 projects on the construction list and to talk about his excitement generated by technology-- he spoke enthusiastically about libraries. However, he foresees the decline of the book and was quite excited about Kindle. He cannot be dissuaded about the Kindle. In his mind, one can scan in most any kind of document from the desktop. So in addition to books, magazines, and newspapers, one could also access his word documents. And he sees us lending Kindles loaded with various types of books. The proprietary

nature of amazon.com right now would prohibit that, but it's an interesting idea. I am asking the Friends to purchase 3 Kindle units plus enable us to download titles to each unit for staff to use with the ultimate goal of considering the units for circulation.

Rhiannon Eades, Mark Katzman and I toured the region and visited Lavonia, Royston, Danielsville, Lexington, Lay Park, Watkinsville, Bogart and Pinewoods. A long day, but it gave us the opportunity to see the diversity of the region and to meet the people at the other end of the phone/e-mail. Lay Park was by far the busiest per square foot that day! Dorothy Harrison had children everywhere vying for her attention! By the time we got to Pinewoods, school was out and there were children everywhere there as well.

In March, the Lyndon House and I submitted a \$10,000 grant application to the Georgia Council for the Arts with the goal of providing art classes and programs at the Pinewoods Library. We will be presenting our proposal to the Board of the GCA on April 28 at 9:00 AM in Atlanta. We've been notified that the system has been awarded 12 grants from the National Endowment for the Humanities and the American Library Association for books and programs featuring Picturing America. As a part of this program, we will encourage families to take pictures of what makes their local communities unique and interesting and will display them in our libraries and hope to set up a photo archive on our webpage.

Looking forward to the next quarter includes planning for the Summer Reading Program. We anticipate a full range of special events and want to thank the Friends of the Library in each of our member counties for agreeing to help pay for programs. There were no federal funds available this year to support special events, and the Friends have stepped up to help. I will be working on the Building Program documents for both Madison and Royston with the June 1 deadline looming.

As you know, Miguel Vicente has taken a position as the City of Commerce Librarian with a \$10,000 salary increase. This was a good move for him not only because of the salary, but because he will gain valuable experience in working in a totally different environment! We have offered the position to Luisa Vazquez, a native of Puerto Rico, and currently working as the 4-H extension person in Pinewoods. We had several very qualified applicants and feel confident that Luisa will do a great job when she begins on May 1. And we have several other personnel slots to fill including the search for a new manager at East Athens Resource Center working from 2-6 Monday-Thursday. We will be looking for student assistants for the summer who will help with shelving and crowd control as well as filling in for vacations and other scheduling responsibilities. And Rhiannon is searching for a journalism/PR major to serve as an intern for the next year.

Clare Auwarter, whose husband Alan died of cancer last week, will be returning to the library staff on May 1 as well. Jackie Elsner has served admirably as the interim branch manager at Oconee County during the past year. And Kim James continued her low income daycare center visits while managing the children's area. I thank all on the staff throughout the region for helping manage this process to free up Clare to be at home.

Finally, I was invited to attend the 50th anniversary of the Title VI program in Washington, DC, spoke briefly in one session about the value of public library partnerships with our academic and community colleagues, and met Madeline Albright who was the keynote speaker. A very impressive lady!

approved
7/13/2009

**Franklin County Library Board
Minutes: Regular Quarterly Meeting
April 13, 2009
Royston Public Library Branch**

DRAFT

Members present: Rita Shoemaker, Teresa Crawford, Ed Bowns, Kasie Freeman, Wayne Miller, Jack Slaton, Rachel Sorrow

Library personnel present: Kathryn Ames, Emma LeCroy, Rosie Chitwood, Donna Brumby

Members absent: Sid Ginn, Chuck Holland, Gayle Maxwell

Chairperson Rita Shoemaker called meeting to order.

Donna Brumby was named to record minutes of the meeting in the absence of the Secretary.

Meeting agenda was approved.

Minutes of previous meeting (January 12, 2009) were approved.

No public comments were offered.

Member Rachel Sorrow announced that Franklin Springs informed her that the city would be withdrawing financial support for the Franklin County Libraries budget for this year. Franklin Springs operates on a calendar year, so this decision was effective January 2009. Several Library Board members voiced intentions to write to Franklin Springs officials to express their appreciation for past support and disappointment in the decision to withdraw funding at this time.

Director's report

Kathryn Ames presented the financial report, noting these highlights:

- The telephone budget is currently over but an expected e-rate rebate should balance that out by the end of the FY.
- No funds have been transferred from the reserve as of yet this FY.
- Some gift account monies are being spent on ongoing book purchases due to this year's reduction in state funds for materials.

Other ARLS news included:

- Wireless Internet access is now available in both branches.
- Charts and reports showing increased use of both branches were given out and discussed.
- Donna Brumby will re-send information concerning possible purchase and installation of a book drop at the Carnesville City Hall.
- Ms. Brumby will create and send to Board Members and Branch Managers a brochure to highlight Franklin County Libraries usefulness to the communities.
- Ms. Brumby announced that ARLS has received the 2009/2010 We The People "Picturing America" Bookshelf grant from the National Endowment for the Humanities and the American Library Association.

- Ms. Ames thanked the Franklin County Board members who attended Legislative Day this year.
- Ms. Ames announced that a change in the rate for Georgia Health Insurance will result in Franklin County Libraries having \$1,646.92 to spend on other needs. The Board expressed its confidence in the ability of the two Branch Managers to determine the best use of these funds for their libraries. Emma LeCroy and Rosie Chitwood will send Ms. Ames their requests as soon as possible.

Branch reports

Ms. LeCroy highlighted the following from her submitted report for Lavonia:

- The Friends of the Lavonia Library recently hosted an Open House to honor the 100th anniversary of the charter of the Lavonia-Carnegie Library and to unveil the group's contribution of new furnishings for a children's area in the library.
- Sidd Ginn took away a range of metal library shelving no longer needed at the library.
- Plans are getting underway for this year's Summer Reading Program.

Ms. Chitwood's report for Royston included:

- The Grassroots Arts grant program is winding down in both branches.
- Summer Reading plans are advancing.

Old business

Ms. Ames passed out a Memorandum of Visit by Ponder and Ponder Architects, which outlines the feasibility of moving the Royston Public Library from its current location to another city facility next door to the library. Wayne Miller introduced, Teresa Crawford seconded and the Board approved a motion to swap the location of the Royston Library with the City of Royston's City Hall and community room next door. The City of Royston will be voting on the swap on April 14. Ms. Ames alerted the Library Board to an application deadline that will require a vote at the July Board meeting to approve plans for the building project.

New business

The Board discussed a proposed FY2010 budget presented by Ms. Ames:

- The Board discussed possible approaches for presenting the 2010 budget request to the County Commission and other funding agencies.
 - Mr. Miller suggested sending a letter to the County Commission specifically requesting a funding increase to cover the upcoming increase in minimum wage (\$7.15/hr).
 - The proposed budget included wage increases for all employees. It was decided that the proposed budget should be amended to include wages that will reflect only the increase to minimum wage.
 - At the suggestion of Ms. Crawford, the Board voted to pursue publishing budget information and in-kind contributions in local newspapers. Ms. Crawford will look into the possibility of

submitting monthly or quarterly reports about the Franklin County Libraries to local news outlets.

- Ms. Shoemaker will follow up with Martha Hill (Board of Education) concerning the \$10,000.00 that was the libraries' part of the awarded 21st Century Community Center Learning Grant.
- It was decided to leave Franklin Springs' contribution in the 2010 budget in hopes they will restore funding during the coming year.
- Ms. Shoemaker passed out copies of contact information for various local funding agencies and lawmakers and the Board discussed the possibility of having events like open houses to offer opportunities for greeting funding officials at times other than when making budget requests.

The Board discussed membership and officers for the coming year.

- Ms. Sorrow announced she does not want to renew her Board membership.
- The Board discussed possible replacements for Ms. Sorrow, as well as for Chuck Holland (who has exceeded the allowed number of consecutive excused absences) and Gayle Maxwell.
- Ms. Ames will send Library Board applications to each of the branches.
- The following were nominated to serve as officers for the Library Board for the coming year (elections to be held at the July Board meeting):
 - Co-chairpersons = Rita Shoemaker and Ed Bowns
 - Vice-chairperson = Teresa Crawford
 - Secretary = Kasie Freeman.

The meeting was adjourned.

The next regular meeting of the Franklin County Library Board is scheduled for 10:00 am, July 13, 2009, at the Lavonia-Carnegie Library.

Madison County Library Board of Trustees
January 8, 2009

No quorum so not
approved 7/9/2009
w/ noted change

In Attendance: Mike Moak, Suzie DeGrasse, Katherine Ames, Karen Harrison, Margie Richards, Donna Brumby, Fern Coutant and Jackie Griffeth.

The meeting was called to order at 4:25 PM and it was noted that a quorum was not present at that time. Suzie DeGrasse, branch manager, took minutes in place of Fern Coutant, secretary.

New board member Karen Harrison was recognized and welcomed. She is, among many other things, a retired Elementary School librarian.

The minutes from the October 9, 2008 meeting were read in entirety. Changes were noted and motioned to approve by Margie Richards. Karen Harrison seconded.

There was no public comment.

Vice Chairman Mike Moak led the meeting in Chairman George Nale's absence.

The branch manager's report given by Suzie DeGrasse highlighted the increase in circulation, program attendance and patronage during 2008. Computer classes remain full, story time and outreach to day cares is reaching an increasing number of county children, and the sewing group is drawing large crowds. Jennifer Ivey, the children's specialist, is now leading a book discussion/read aloud story time for Elementary school ages children, called 'Chapter Book Revue'.

Mrs. Ames, director for the Athens Regional Library System, brought attention to the budgets for 2008 and 2009. The Board of Commissioner's passed the 2009 budget presented by the library board with the exception of pay raises. Health insurance and Teacher's Retirement contributions were expected to increase, raising the amount of personnel funds requested. The budget for 2008 balanced out between overages and under expenditures.

She pointed out that the money in the Gifts account does not reflect the \$20,000 in the Certificate of Deposit made with money given by the estate of Jere Ayers.

Mrs. Ames received information that our construction grant monies requested were incorrect. This was because the original grant application was made after the 2004 tornado and was assumed to include the insurance settlement as local funds. Because the library was only repaired to its former state and not enlarged, that is now a closed case. The numbers changed also because of changes in state library construction funding monies. The library is still designated to receive \$750,000 from the SPLOST in Madison County. She worked very hard to clear this up.

As chairman of the ~~Regions~~ Public Library Committee she reported that an attorney is working to create legislature that would create a statewide taxing district for public libraries. A special millage rate for libraries would be created in each district.

All board members were encouraged to attend Library Legislative Day in February.

Discussion on touring local libraries with relatively new construction involved dates and suggestions from Donna Brumby, Extension Services librarian. Each of these libraries had a different architect, which is something the library board will need to consider hiring. Madison County Library moved from #13 to #16 on the state library construction list for various reasons, including one of the libraries ahead of us was about to lose local funding if construction did not start.

Under Building and Grounds, Patrick's Upholstery was suggested by Jackie Griffeth as a likely candidate for reupholstering the chairs.

The roof is still leaking and the board toured the leaking and damaged area after the meeting. Suzie agreed to take photos for Mr. Moak to take to the Board of Commissioners to ask about repair. The reason given for the repair not having been done yet is because the maintenance man has no safe way of doing so.

The meeting was adjourned after a tour of the damaged mechanical room and the leak.







approved 7/9/2009
w/ noted change

LIBRARY BOARD MEETING OF MADISON COUNTY April 9, 2009

The Library Board of Madison County met in the conference room at the Library on April 9, 2009, at 4:30 P.M. Present were Chairman Mike Moak, Ms. Catherine Ames, Donna Brumby, Otelyer Byrd, Suzie DeGrasse and Fern Coutant. Because a quorum was not present, no voting took place. Applications for new board members must be made by email as Jackie Griffith's term expires June 30, 2009 and at present we are short one member.

The minutes were read aloud by Mike and one correction in spelling was made; the word was not "regions," but rather "regents."

Mike and Ms. Ames dropped off material with the new commissioners, Mr. Dove and Mr. Pethel. It was a positive experience because Mike then felt inspired and committed to do more for our library and to move forward. Although absent today, Ramona Booth will be at the next Regional Meeting along with Mike.

Committee Reports

Branch Manager, Suzie DeGrass reported patronage of the library is up. \$4,770.15 was raised by the March '09 book sale, and in February, the Friends of Library gave the Library a gift of \$5,000.00. In May the Live Music Series begins with local folk music and bluegrass musicians performing. It is sponsored by a grant from the Georgia Arts Council. All are free and open to the public. The series has had good publicity. Alysia is handling the logistics.

In Ms. Ames report, she mentioned we are right on target in our statistics, at 25% for the first three months. The legislature approved the top 18 libraries for upcoming fiscal help; Madison County is now in the top 5%.

By June, Ms. Ames needs a draft of what we desire in changes in our library space. Ponder & Ponder did an assessment and we all have a copy of their evaluations.

A grant from the National Endorsement for the Arts called for people to take pictures highlighting our culture, such as "What Makes America Unique," or "Picturesque America."

removed paragraph
~~Suzy mentioned there were 68,000 library card holders, though only 30,000 persons living in Madison County. About 30% of our patronage is computer literate, with another 20% having some knowledge of computers.~~

Mike mentioned he and his wife enjoyed attending and selling books at the spring and fall festivals. This year Carlton's festival is April 25, Hull's is May 23, and Colbert is July 4. Most money earned goes into books while donations from people go to towards purchasing DVD's. There are about 36,000 books in the library now, with 51,000 projected for the future.

The possibility of two "self checkouts" is desired so patrons can "do it themselves." The possibility of improvements in our bathrooms is in the future, as they do not meet state requirements. Also two possible private spaces for students just to do homework and the loaning out of our classrooms to Athens Tech students is feasible. Special computers may be held back for special programs, so they would not be available to the public; Our library needs to aim towards being energy efficient. The existing acoustics are not adequate. The possibility of additional parking in the rear is needed. Because of deadlines, we may need a special board meeting; Ms. Ames and Mike will let us know.

According to our regular schedule, our next meeting will be held Thursday, May 21, 2009.

Respectfully submitted,

Fern Coutant, Sec.

Approved 7/9/2009
w/ noted changes

MADISON COUNTY LIBRARY
Board of Trustees Minutes
May 21, 2009

President Mike Moak welcomed all and explained that this was a 'called' meeting for two reasons; the first being 'a building progress draft' and secondly, for 'construction progress', as deadlines for initial phases are coming up soon.

The eleven members present were Ms. Catherine Ames, Mr. Mike Moak, Suzie DeGrasse, Donna Brumby, Otelyer Byrd, Ramona Booth, George Nale, Margie Richards, Karen Harrison, Jackie Griffith and Fern Coutant. Two new members are needed for the board; Jackie has served ~~six~~ ^{ten} years and will going off the board in June. Suzie mentioned the idea of giving all board members an application form and encouraging all to give it to their friends and interested folks. An article stating the opening on the board will appear in the newspaper next week.

The first stage of the 'building progress draft' was done by Ponder and Ponder and has been examined. The next executive study must be approved by June 1, 2009. Ms. Ames reported that we are now number six on the list for funding. We hope to add 7,500 square feet to our building at \$150.00 per square foot. This figure is more than what a residential home would cost per square foot, but public buildings have additional features such as floors strengthened, etc.

Additional features to the renovated building would be new carpeting, fresh painting, and larger rest room facilities. A 'self checkout system' is being considered. The children's area would be almost doubled in size with appropriate seating, a computer aged area, and collections for the young. The two existing classrooms would be altered to be more available for clubs, meetings, etc., plus a homework center. The conference room would be made larger to accommodate about 100 instead of the exiting 60 with more efficient furnishings. A 'mobile instructional lab' is being considered for its versatility. All twenty computers would be centrally located and not so spread out as they are now. A diagram must be submitted to be sure it meets all state requirements. Ms. Ames mentioned Ms. Jenny R. Echols, historian, has been very helpful and has given us lots of good input. Hopefully, \$17,500 would be forthcoming from our local Board of Commissioners.

\$175,000.00

The next item to be done is a structural plan that would be sent to Atlanta and finalized by Oct. 15, 2009. Our Regional Board in Athens will be asked to fund, in advance, monies for this study.

Suggestions for construction companies were solicited. Ramona mentioned it should be a company that has previously remodeled libraries, not a novice. Should we solicit offers from two, three or more companies? Should they come to our July meeting with offers and suggestions, or the results of their earlier studies? Where should the necessary additional parking area be located? Should we expand into the space between the Senior Center and the Library? A better drop off area is needed for CD's, books, etc. due to problems with inclement weather and a roadway that passes between the drop box and the front door. George Nale proposed a vote to accept the draft for the building program. It was seconded.

Under 'New Business' Ms. Ames, Suzie, and Donna will visit Grayson Library for ideas this Thursday. Others are welcome to go also. Later Suzie will visit Watkinsville Library.

The first two musical concerts under the Grassroots Art Program have been very successful with well over 100 guests each time. Margie took photographs and will forward them to Suzie for publication. The third and final concert is coming up this weekend.

A new Adult Summer Program is beginning this May; an informative brochure was passed out to everyone.

Adjournment was at 5:10.

Respectfully Submitted,

Fern Coutant, Sec.

approved 7/13/2009

**Oconee County Library Board Quarterly Meeting Minutes
April 13, 2009**

The meeting was called to order by Chairman Doris Firth. Members present included Susan Brodrick, Deann Craft, Brian Hawkins, Pamela Hendrix, Dorothy Peltier, Janet Stratton, Lisa Vaughn, Alice Vernon, and Art Zimmerman. Absent members were Phyllis Luke and Jerry Studdard. Also present were Kathryn Ames, Donna Brumby, and Jackie Elsner. As there were no changes to the January minutes Janet made the motion to approve and Art seconded.

Public Comment

There are no public comments to report.

Branch Manager's Report

Jackie gave a summary of her report starting with the review of the adult programming underway and showing the increasing number of adults participating in these programs. She also detailed the monthly activities offered for children and teens by the library and she noted how grateful she was for the \$600.00 contributed by the Friends for the Bogart Summer Program. Jackie then discussed what she had prepared for her presentation of our FY10 budget to our funding entities. She and her assistants worked very hard to produce one handout for her meeting with the BOE and another one for her meeting with the BOC. These handouts encapsulated the activities and services provided by our libraries that may not be fully known by all those board members. Jackie included the records for the past 3 months of both Watkinsville and Bogart library usage. She hoped that showing the increase in usage would convince our funding entities for at least maintaining, if not increasing, our funding. One item on Jackie's list of library usage that sparked interest by our library board was the term "Transit books". A discussion followed that showed that this was becoming an increasingly important aspect of our libraries' functions. As part of the Pines Network our libraries often need to borrow books from other libraries for our patrons or to send out books that were requested from other libraries in the Pines system. This service is very labor intensive. The Pines Network sets the policy for how to send and how to package the materials that must be followed. This is very involved and takes more than a little knowledge of library procedures to accomplish thereby consuming a lot of library personnel time. This service was also part of Jackie's reason for requesting an additional part-time clerk position in the new budget. Kathryn offered her opinion that the system for these "Transit Books" may change in the future but until then, while 'a great service', it remains an expensive one. Finally Jackie wanted to remind the board of the retirement of long time librarian Nica Hawkes and how much she would be missed.

(Addendum: This was discussed at the end of Kathryn's report but it fits better under Jackie's.)

Pam Hendrix asked Jackie would it be possible to gather books that are on our schools' reading lists and have them put on one shelf. She felt that the children would be able to peruse the books a little more fully which would give them a better way to select a book that they would want to read. Jackie said she would try to get the lists from the schools in a timely manner that will be needed to allow this to be done.

Regional Director's Report

Kathryn reviewed the revenue and expenditures showing that we are three-quarters through the FY09 and stated that we are in good shape financially. We have received almost 77% of our revenue and our expenditures are only around 70% at this time. Copier Maintenance has run higher than expected but advertising and supplies were less. Kathryn reported on the OCBOC In-behalf and Actual Expenditures at only slightly more than 69% of our budgeted amount. Gift Income and Expenses show a good balance for Watkinsville and the expected negative amount for Bogart should soon change when the city budget is approved. The Fund Equity showed a dip this quarter due to a higher amount of vacation time used by former branch manager, Clare Auwarter, and this will be made up.

After her financial report Kathryn talked about the statistics that Jackie had put together to present of our funding entities, including the BOE, the BOC, and the city councils of Watkinsville and Bogart. She suggested to Jackie that she emphasize the increase numbers of visitors to the library caused by many companies asking their employees to use computers to download their W-2 forms and some even ask applicants to fill out their applications online. These activities alone are causing a tremendous increase in the use of our computers and also of our personnel who often must show these visitors how to use the computer as some people simply do not have access to computers anywhere else. Kathryn also suggested that Jackie speak of teachers giving students assignments that require the use of computers who may not have time to use one at school and even if they have a computer at home they may not have a printer. It seems important to emphasize that education does not stop at the end of the school day and when schools close where else can students go but to the library to do their assignments on computers there. She felt it was important to bring up these new areas that libraries promote. But Kathryn did not want Jackie to only emphasize the computer aspect. Other major areas are all still important, including all the children, teens, and adults programming that also goes on throughout the year. The ever-increasing participation by the people of our communities shows just how much our libraries continue to be a part of their lives.

Finally Kathryn spoke of those who joined her in going to Georgia Legislative Day, including Janet and Doris and Jackie. She reported how Senator Cowser worked very hard to keep Clarke County's library expansion on the state list for funding and wanted everyone to take time to thank him for this. She also reminded the board that we must work hard to keep our local funding as we would lose state money if we do not.

At the end of Kathryn's report Donna noted that we were awarded a "We the People" grant providing a set of books for reading, including one named "Created Equal", picturing America. She expressed a need to do a program to make people aware that these books are available.

Old Business

Doris announced that Susan Brodrick was officially re-appointed to the board to represent the City of Watkinsville by Mayor Jim Luken. Doris also spoke to the board about doing something in memory of Alan Auwarter, husband of our former Branch Manager, Clare Auwarter. We each decided to make a personal donation to our Oconee County Library Friends and ask them to purchase something in our name for the library that will be given in memory of Alan.

New Business

Our FY10 Budget Report was revisited to discuss what our options would be in the event that we have to make reductions in our FY10 budget. Several suggestions followed and could be implemented if it turns out to be necessary. Jackie gave a review of the refurbishment of the children's area that was beginning and the progress that was being made. She told us she was weeding out many out-of-date and worn-out books from the shelves hoping to replace them with new books soon.

Lastly, on a request for reconsideration of the novel, "King Dork", as a young adult novel, a Library Board Committee reviewed the book and found it was appropriate for the classification it held. A letter would be sent to the parent who reported her concern explaining the library's position and giving her the right to appeal this decision at the next regularly scheduled meeting of the ARLS Board of Trustees if she would desire to do this.

Motion was made to adjourn by Pam Hendrix and seconded by Janet Stratten.

Respectfully submitted, Dorothy Peltier, OCLB Secretary

approved 7/13/2009

**Oconee County Library Board Finance Committee Meeting Minutes
February 19, 2009**

Jackie Elsner, Interim Branch Manager of the Oconee County Library in Watkinsville, called for a meeting of our Oconee County Finance Committee to discuss the budget for FY10 over the concern that a reduction of revenue from the Oconee BOE and the Oconee BOC caused by the downturn in the economy was extremely likely. It was necessary that the Finance Committee should review and be prepared to scale back our expenditures should this occur. Committee members present included Doris Firth, Janet Stratten, Brian Hawkins, Dorothy Peltier and Jackie Elsner. Also present were Donna Brumby and Kathryn Ames.

We started our meeting discussing the best way to appeal to both the Oconee BOE and the Oconee BOC to continue funding at their previous level or even higher if possible. It was decided that the more information and statistics provided to the Boards would help them in their deliberation. It was suggested that if some members of our Finance Committee could appear at the work sessions of the BOE and BOC respective budget hearings they could provide these agencies with factual information on the many services the libraries have been providing to the communities that they serve. Jackie offered to prepare an informational handout that would briefly detail these services, their costs, as well as the numbers of participants, especially the number of children who participate. It would show just how our libraries are important assets to school programs as much as to our whole community.

The committee then proceeded to review the list of projects that were included under the FY10 Budget for both the Bogart and at the Watkinsville libraries. These items were prioritized as followed:

1. Position Adjustment for Assistant Branch Manager. (Watkinsville)
2. New Copier. (Bogart)
3. Painting interior of library/different color for YA Section. (Watkinsville)
- 4 a. Complete the children's area redecoration.
- 4 b. Hire a Lighting Consultant for an upgrade plan for FY11.
5. Maintenance upgrade: Annual carpet cleaning (Bogart/Watkinsville) and addition of a July carpet cleaning in the Watkinsville library only.

There were several items listed for consideration under Bogart, i.e., computers and computer tables that might be received under SPLOST so we decided to wait to see before deciding to purchase these.

For the two additional staff parking spots at the Watkinsville library we decided to ask the county's maintenance department if they could add them at the back of the library when they repave the parking area.

Several items on the Projects list were to be suggested to the Friends for their consideration to undertake, including purchasing a sofa, rug, and portable screen for the YA Section, reupholstering cushions on our window seats and a chair at the front desk, more hanging rods for art exhibits in the Auditorium, adding assisted toilets for the handicapped restrooms, and lastly purchasing children's materials (books, DVDs, Audiobooks) to update our collections.

The final matter discussed by the Finance Committee concerned the need for a full-time assistant at the Watkinsville library and salaries that needed to be improved in the near future in order to keep the persons that support our services.

Our meeting was then adjourned.

Respectfully submitted, Dorothy Peltier, OCLB Secretary

Approved 7/13/2009

**Oconee County Library Board Special Called Meeting Minutes
May 26, 2009**

A special meeting of the OCLB was called by Chairman Doris Firth on Tuesday, May 26th, at the Watkinsville library. The Board members present were Doris Firth, Susan Brodrick, Brian Hawkins, Pamela Hendrix, Phyllis Luke, Janet Stratton, Alice Vernon, Art Zimmerman, and Dorothy Peltier. Also present was Kathryn Ames, Regional Library Director. This was a closed meeting called to discuss the process that will be needed to replace Clare Auwarter, our Branch Manager, who will be taking a new position in the near future when she returns from her current leave of absence.

Doris started our meeting reading a letter from the Friends of the Oconee County Library thanking the Board members for our donation to the Friends, which they will use to purchase Environmental Awareness books in memory of Alan Auwarter.

Next, Doris wanted to set up a Review Committee that will be needed to process the applications that will arrive. She proceeded to ask some board members if they would be willing to work with her on this committee. The committee will be composed of Doris, Alice, Art, Brian, and possibly Jerry Studdard, who will be asked to join.

Kathryn explained that regional policy gave the director the authorization to hire all staff but she wanted our Board to be involved in selecting this person as he/she will be representing us. She then described to the board the steps to be taken to begin the process to hire a new Branch Manager. First, the Board needs to decide how extensively it would like to advertise the position. After some discussion it was felt the Board would limit the search to the Georgia Library Job Bank, the Athens Banner Herald, and the two Oconee newspapers, the Oconee Enterprise and the Oconee Leader.

Next, Kathryn wanted to discuss setting up the job description for the position that would get the most qualified person. She stated that the major requirement would be a person having a Masters degree and at least 5 years of experience. Kathryn stated she felt the position at the Oconee Library was very unusual and needed someone with a lot more professional experience than would be typically needed in a branch library. She discussed what she felt were some of the important "qualities" that she thought the Board should look for in the applicants. She wants someone with a good customer service attitude, someone with an outgoing personality, and someone who would be very responsive and who could sell his or her programs to the community.

Then, Kathryn asked each of the Board members what they would look for in someone applying for the position. Board members added several other qualities they felt were needed. Janet felt that we should look for someone who would develop more programs for our adult population to make our library more a part of their lives. Susan suggested that we needed someone who had a very wide range of experiences. Pamela wanted someone to continue broadening programs for all age groups. Dorothy mentioned needing someone with financial experience, i.e., creating budgets, dealing with outside businesses and with city and county officials, and working with county employees for building needs, repairs, and improvements. As Art suggested that means having someone with facility management experience or knowledge of it at least. Finally, Alice noted one very important quality needed would be someone with VISION. Everyone agreed that THAT would be one of the best qualities to look for in a person as we go forward in planning either a new library or an expansion of our current one. We need someone who can see what a library of the future will be like and who can lead us there. Doris added that Clare had opened so many vistas for our community and she felt we must continue to develop them.

Finally, Kathryn said she would compose the job description to advertise and she would send the Board members a copy. She would like to get this advertisement for the position out as quickly as possible with the hope that we could begin the process of review in July. Doris asked members of the Review Committee to remain behind for a few minutes to set up dates to do the reviews. The meeting was then adjourned.

Respectfully submitted, Dorothy Peltier, OCLB Secretary

approved 7/13/2009

**Oconee County Library Board Finance Committee Special Called Meeting Minutes
June 18, 2009**

A special meeting of the OCLB Finance Committee was called by Jackie Elsner, Interim Branch Manager of the Oconee County Library in Watkinsville, for June 18, 2009. Members of the OCLB Finance Committee present included Chairman Doris Firth, Dorothy Peltier, and Brian Hawkins. Absent was Janet Stratton. Also present were Kathryn Ames and Jackie Elsner.

Jackie called the Finance Committee to meet as she had received a letter from Jeff Benko, Director, Oconee County Finance Department, notifying the library of the results of the BOC review of our FY10 budget request. Attach to Mr. Benko's letter were two forms, the Annual Budget Estimate-Expenditure and the Annual Budget Estimate-Revenue. The expenditure form reflected the reductions to our FY10 Requests for Unfunded Expenditures and showed their adjustments to our Travel and Education & Training, and Cleaning Services. Mr. Benko's letter then indicated that there was a county-wide base operating reduction which also had to be considered and which for the library amounted to \$7,171.00. So, in addition to the \$10,000 reduction from the BOE, and the adjustments made by the BOC to our unfounded expenditures, we had a one more adjustment to make to our FY10 budget. And we had to decide rather quickly in order to re-submit our budget to Wes Geddings by a June 19th deadline according to Mr. Benko.

Kathie, Mamie, and Jackie met first to research where we could make cuts. When the Finance Committee met we reviewed their suggestions and then looked to see if there were any other alternative we could make. Although not present, Janet Stratton, who is also a member of the finance committee, had sent an email to the committee members so that we would consider her opinion along with ours. We finally decided to accept our recommendation of our librarians as the best option and that was to apply the reduction to the AV Materials Budget Amount.

Jackie was told to revised our proposed FY10 Budget and forward it to the BOC for inclusion in the County budget which was to be voted on by the Commissioners on June 23rd.

Our meeting was then adjourned.

Respectfully submitted, Dorothy Peltier, OCLB Secretary

approved 7/15/2009

**Minutes from the April 14, 2009
Meeting of the
Oglethorpe County Library Board of Trustees**

Attending: Chair Greg Jones, Howard Shapiro, Tom Gresham, Mary Ann Crawford, Brenda Yeany, Tim Andrews, Tricia Mathis, ARLS Branch Coordinator Donna Brumby, Branch Manager Jan Burroughs

Called to Order: Greg Jones

Agenda: motion made to approve by Tom Gresham, 2nd Brenda Yeany

Minutes from January 2009 Meeting: Motion made by Mary Ann Crawford to accept, 2nd by Tom Gresham.

FOL Report: Greg Jones

Branch Manager's Report: see white sheet.

Regional Report : Donna Brumby

Financial Reports: see green sheets

Donna Brumby noted that we were $\frac{3}{4}$ way through the budget year. Fines and fees are up above the $\frac{3}{4}$ anticipated amounts. Travel has been depleted. Telephone is up because we are waiting for e-rate rebate. Gift account and reserve accounts were noted. Windfall from state health insurance is giving a break on the remainder of this year.

The entire region applied for a "We the People" grant from NEA. "Picturing America" is this years theme. "Picturing Oglethorpe County" will be our local part of the Picturing America Program.

Regional/ Athens-Clarke Co. building project was finally approved after much on-again/off-again discussion. Madison Co building project which was 16th on the list will be moving up. As will Franklin Co. who were 23rd on the list.

Cowsert and Bob Smith our area Representatives have been working hard to get building projects on list.

Old Business:

Meeting for remainder of year are set for July 15th and Oct 7th. Motion made by Tom Gresham, 2nd by Howard Shapiro, vote unanimous.

The First half of the 2010 calendar will be set at the October meeting.

New Business:

Raising meeting room fee was discussed

Drop in meet and greet discussed to say "thank you" to the Commissioner and the BOE and to let them know what we have accomplished over the past year. Possible dates discussed are May 4th and May 11th.

Motion to Adjourn: made by Tricia Mathis, 2nd by Howard Shapiro.

approved 7/13/09

Winterville Library Advisory Board

Minutes

April 13, 2009

Present: Linda, Lizz, Donna, Walker, Maxine, and Diana

Linda called the meeting to order.

January meeting minutes were approved on a motion by Maxine and a second by Walker. All approved.

Old business:

- Marigold Festival
 - Volunteers needed for the FOWL book sale, stay tuned for an email with volunteer opportunities.
 - The schedule of events will be posted on the festival website:
<http://www.cityofwinterville.com/marigold/>
 - Lizz plans to participate in the parade, but hasn't heard any information about particulars.
 - Lizz suggests a greater coordination between FOWL & the Winterville Library Advisory Board
- Status of ACC Library building improvements
 - Money has been approved for the addition and renovations @ the public library
 - Donna encourages us to send Senator Cowser a thank you for his work getting this funding secured.
- May Storytime Hour
 - Susan Reese of the Solid Waste Department will be coming to the library on Wednesday May 6 @ 10:30 a.m. to read *Diary of a Worm* as part of National Compost Week.
 - Lizz is calling the storytime Wiggly Squiggly Storytime

New business:

- Donna's report
 - ACC Library has received another "We the People" grant from NEH/ALA. The theme this time is "Picturing America" and will have a strong visual arts component. Libraries may seek pictures from patrons that answer the question "What makes America unique?" Each library will receive a set of complementary books to help promote the program.
- Lizz's report
 - Summer Reading Program kicks off May 21, theme "Be Creative at Your Library"
 - Local Author's Day planned for July 25th. Participating authors so far include Dac Crossley, Jeannie Bernstein, Paige Cummings, and Jill McElheney. Invited participants include the Iakovous; Beverly Connor; and Julie Cannon. Lizz will also invite Donny Seagraves and Bill Stiber

once she has their contact information. FOWL has committed \$200 for this program.

- Lizz has begun a Georgia Authors' shelf to highlight the contributions of Georgia authors.
 - Wireless is now available at the library. Lizz will look into getting powerstrips for laptop users.
 - PIN now required for login to computers. This has changed the way patrons use computers at the library. Only allowed 1 hour at a time renewable if there isn't a queue. Patrons are more focused when using the computers.
 - Lizz noted many patrons are using the library to perform job searches. The GED books are in constant circulation.
 - 824 patrons were served in March 2009
 - 1737 items circulated in March 2009, up from 1237 for March 2008
 - Overall, more attendance at programs
 - In February, Lizz hosted 2 programs: water conservation program & a reading by Jill McElheney
- Other new business
 - Donny Seagraves, local author, will have a reception at Café Marigold for her new book *Gone From These Woods*.

Meeting adjourned.

Next meeting: Monday July 13 @ 7:00pm

Submitted by: Diana Hartle

ATHENS CLARKE COUNTY LIBRARY BOARD
MINUTES
April 14, 2009 Meeting

Meeting was called to order at 4:01 PM by Chairman, Ms. Bogue. Those present were: Mr. Bentley, Ms. Bogue, Ms. Dunn, Mr. Hopper, Mr. Patten, Mr. Prokasy, Ms. Reynolds, Ms. Lane, Mr. Caldwell, Mr. Timmons, Ms. Williams, Mr. Flick, Mr. Gaither and Ms. Kohl. Mr. Kauderer and Mr. Eberhard were absent. Staff members present were: Ms. Atwood, Ms. Simonds, Mrs. Ames and Mr. Katzman, who recorded the minutes.

The minutes of the January 13, 2009 meeting were unanimously approved as corrected on a motion and second from Ms. Kohl and Mr. Prokasy. The agenda was adopted on a motion and second from Mr. Timmons and Mr. Bentley.

Board Development

Advocacy

Ms. Bogue addressed the issue of advocacy and how important it is to establish relationships *prior* to asking potential donors for something—"to put a face to a name". She said that we must let potential donors know the good things we do. She thanked everyone for contributing to help us get the 2 million dollars appropriated for our building renovation, and acknowledged Julie Walker's effort to help us. She especially thanked Senator Cowser and Senator Butterworth for their support. She asked if we might donate a book in Senator Cowser's honor. Mr. Prokasy said that, in general, this might not be wise, but in this instance it seems good.

Statistics and What They Mean to Us

Mr. Katzman spoke of how statistics are turned in every month from each branch and how they relate to our mission and services. The increases in our attendance and computer use reflect a crop of current articles about the rise in library use during the economic downturn. Staff report helping patrons with job searching online, resume writing, and basic computer skills.

The Financial Report was presented for information purposes by Ms. Simonds. She said that we are three fourths through the fiscal year and show both revenues and expenditures at the 75% range. Electric and gas costs have increased. We have gone \$4500 over budget with copy paper and bags. Fines and fees are up. We are where we should be with wages and benefits at 74%. We are at 75% revenues at expenditures. Ms. Ames said that we are just about finished using state funds and then will move to local funds.

Committee Reports followed

1. Friends of the Library - Mr. Hopper reported that the recent Book Sale was a great success. The net was \$20,000 after expenses. The Friends Annual Meeting is May 3. June 26-27 is the Summer Book Sale. He reported that 5.28% of our SPLOST funds of 8.4 million have been spent. The funds for Athens-Clarke are secure and revenues are ahead.

2. Winterville – Ms. Reynolds reported that they have begun using a pin system for computer use because of the increased demand. Most patrons are searching for jobs and schools, she said. They are sponsoring a program about composting in May. Total circulation was at 1,737, up from 500 at this time last year. 850 patrons visited last month. There will be a Marigold Festival May 16.

3. Endowment Board – Ms. Bogue reported that they had a guest speaker at the last meeting, Don Meyers, who addressed many aspects of fund raising for endowments. Our target is to raise \$300,000. Mr. Hopper said that the Friends also want to become set up as a tax-free organization, and they want to coordinate more with the Endowment Board. Ms. Ames said she would like to see the two groups work more together and move forward in their efforts.

Summer Reading Program

Ms. Atwood said the Summer Reading Program begins May 21 and runs through the end of July. Our 17th annual Library Party is April 17, with a puppet show by Curious Moon Puppets in the Auditorium. She explained the levels and the various prizes children and young adults receive.

Director's Report - Mrs. Ames reported on the PLA workshop she attended in Nashville, Today's Library – From Inside Out, which Ms. Atwood and Ms. Brumby also attended. Its theme revolved around the "library of the future," i.e. roaming reference, doing away with Circulation Desks, self-service check-out, greater appreciation of lighting in libraries (one example she gave was the fact that compact florescent lights save money) that we want to explore, greater emphasis on retail strategy (example: shelf-out to display books). She mentioned a quote she heard at the workshop which she liked: "You hire for attitude and you teach for skills". Ms. Dunn asked what we were considering, specifically. Mrs. Ames said that we want to do more roaming reference, more emphasis on technology with wiki's and a new web design, as well as emphasizing the downloading of books. Also our passport service would move downstairs. Mrs. Ames announced that Luisa Vazquez-Lopez will be the new Pinewoods Manager. She has worked there as part of the County Connection program, as well as 4-H. Mrs. Ames spoke of Miguel Vicente's accomplishments there; that he was essential in its success. And that we can't afford him anymore. Ms. Ames announced that we had received a one-time windfall of \$37,000 due to health insurance cost decreasing from 18% to 9%. She announced a major exhibit – Forever Free – about Abraham Lincoln in June, which is in process, with details to be announced. She thanked again all those who rallied in support of the construction, and said that now we are waiting for the Governor's signature. We have 2 million in the bank. The total target is 8.2 million for construction, with 2 million coming from the state. She said that the earliest that ground-breaking might come is September 2010. The county has to review everything and the state has to sell bonds. And there will need to be a feasibility

Page Three
Athens-Clarke-County Library Board
April 14, 2009

study as to whether it is in our best interest to remain in the library during construction or move to an off-site facility until it is completed. The board contracted with Gaulden-Davis to get our initial plans. Ms. Ames reported that the Clarke-County budget is not out. There may be cost reductions but we don't know yet. There could be a reduction in salaries. Mrs. Ames said that we want to maintain the level of services of last year and make sure that we aren't singled out. Newton County has reductions, and Dawsonville had a 10% reduction. She mentioned the staff recipe book, Novel Dishes, which the board all have as a gift, that was put together by Volunteer Coordinator Sarah Hoskins as a gift for the work of our Volunteers.

Other Business

Mrs. Ames said that we still have a vacancy for the Branch Manager in East Athens but are interviewing candidates. And if any member knows of a good person please have them apply. We want the new Branch Manager to develop strong relationships with the children and the community.

Ms. Bogue spoke about having more meetings on the future of the building initiative.

The next meeting is July 14, at 4 PM.

The meeting was adjourned at 4:53 PM.

Athens-Clarke County Library
FY2009
July 1, 2008 through March 31, 2009

| | <u>Budget</u> | <u>Amount</u> | | <u>% of Budget</u> |
|---------------------------------|---------------------|---------------------|-------------------|--------------------|
| <i>Revenue:</i> | <u>Amount</u> | <u>Received</u> | <u>Balance</u> | <u>Received</u> |
| Athens-Clarke County Commission | 1,643,352.00 | 1,232,514.00 | 410,838.00 | 75.00% |
| City of Winterville | 13,000.00 | 9,000.00 | 4,000.00 | 69.23% |
| ACCL Fines and Fees | 70,000.00 | 61,970.02 | 8,029.98 | 88.53% |
| ACCL Copy Money | 15,000.00 | 19,558.16 | (4,558.16) | 130.39% |
| ACCL Meeting Room | 1,950.00 | 1,588.65 | 361.35 | 81.47% |
| Outside Revenues* | 83,656.00 | 56,083.30 | 27,572.70 | 67.04% |
| Winterville Fines | 1,000.00 | 1,116.19 | (116.19) | 111.62% |
| Winterville Copy | 125.00 | 279.46 | (154.46) | 223.57% |
| Interest | 6,000.00 | 3,756.12 | 2,243.88 | 62.60% |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

* Revenues from Passport, Library Store and Endowment

| | <u>Budget</u> | <u>Amount</u> | | <u>% of Budget</u> |
|--|---------------------|---------------------|-------------------|--------------------|
| <i>Expenditures:</i> | <u>Amount</u> | <u>Expended</u> | <u>Balance</u> | <u>Expended</u> |
| Outreach | 44,000.00 | 33,000.00 | 11,000.00 | 75.00% |
| Wages/Benefits | 1,563,187.00 | 1,170,030.37 | 393,156.63 | 74.85% |
| Workers Compensation | 6,500.00 | 6,500.00 | - | 100.00% |
| Equipment Repair and Maint. | 8,000.00 | 9,768.30 | (1,768.30) | 122.10% |
| Telephone | 14,000.00 | 8,946.94 | 5,053.06 | 63.91% |
| Postage | 6,825.00 | 3,577.72 | 3,247.28 | 52.42% |
| Travel | 2,500.00 | 111.87 | 2,388.13 | 4.47% |
| Advertising | 7,000.00 | 2,560.18 | 4,439.82 | 36.57% |
| Insurance | 5,000.00 | 5,018.28 | (18.28) | 100.37% |
| Supplies | 29,171.00 | 31,572.52 | (2,401.52) | 108.23% |
| Materials | 15,000.00 | 969.20 | 14,030.80 | 6.46% |
| Printing and Publicity | 3,700.00 | 1,616.97 | 2,083.03 | 43.70% |
| Equipment Purchase | 5,000.00 | 2,260.99 | 2,739.01 | 45.22% |
| Dues/Registration | 1,500.00 | 220.00 | 1,280.00 | 14.67% |
| Cleaning Service | 11,000.00 | 7,730.00 | 3,270.00 | 70.27% |
| Electricity | 90,000.00 | 75,778.51 | 14,221.49 | 84.20% |
| Storm Water Drainage | 2,200.00 | 1,023.27 | 1,176.73 | 46.51% |
| Other Operating Expenditures (Pinewoods) | | 8,171.52 | (8,171.52) | |
| Gas Heat | 12,000.00 | 13,852.70 | (1,852.70) | 115.44% |
| Water, Sewer, Garbage | 7,500.00 | 3,156.56 | 4,343.44 | 42.09% |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

Revenue over (under) expenditures

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|-------------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| State and Federal Grants: | | | - | |
| Personnel | 661,255.57 | 495,941.68 | 165,313.89 | 75.00% |
| Materials | 75,739.78 | 53,401.80 | 22,337.98 | 70.51% |
| System Services Grant | 141,019.48 | 105,764.61 | 35,254.87 | 75.00% |
| Special Needs Learning Center | 127,912.22 | 80,320.82 | 47,591.40 | 62.79% |
| | <u>1,005,927.05</u> | <u>735,428.91</u> | <u>270,498.14</u> | <u>73.11%</u> |
| | | | - | |
| | | | - | |
| | | | - | |
| SPLOST: | <u>130,000.00</u> | <u>60,295.62</u> | <u>69,704.38</u> | <u>46.38%</u> |
| | | | - | |
| Total State Grants & SPLOST | <u>1,135,927.05</u> | <u>795,724.53</u> | <u>340,202.52</u> | <u>70.05%</u> |
| Fund Equity ("Reserve") | | | | |
| Fund Equity ("Reserve") at 07/01/08 | 281,179.32 | | | |
| Less Reserved/ Identified Funds: | | | | |
| Vacation Liability | (142,136.77) | | | |
| One Months Operating Expense | <u>(152,840.25)</u> | | | |
| | <u>(13,797.70)</u> | | | |

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2009

Revenues

| | |
|-------------------|-----------|
| 07/01/08 -3/31/09 | 34,555.00 |
|-------------------|-----------|

| | |
|-----------------------|------------------|
| Total Revenues | 34,555.00 |
|-----------------------|------------------|

Expenditures

| | |
|----------------|-------|
| Verizon Pagers | 13.67 |
|----------------|-------|

| | |
|----------|--------|
| Supplies | 106.57 |
|----------|--------|

| | |
|----------------------------|--------|
| Postage through 03/31/2009 | 296.45 |
|----------------------------|--------|

| | |
|---------------------------|---------------|
| Total Expenditures | 416.69 |
|---------------------------|---------------|

| | |
|--------------------------------|------------------|
| Net Profit Current Year | 34,138.31 |
|--------------------------------|------------------|

| | |
|------------------------------------|-------------------|
| Balance in Passport Account | 170,339.93 |
|------------------------------------|-------------------|

Library Store Revenue and Expense Statement FY2009

Revenues

| | |
|-------------------|-----------|
| 07/01/08 -3/31/09 | 14,320.10 |
|-------------------|-----------|

| | |
|-----------------------|------------------|
| Total Revenues | 14,320.10 |
|-----------------------|------------------|

Expenditures

| | |
|----------|-------|
| Supplies | 97.51 |
|----------|-------|

| | |
|-----------|---|
| Equipment | - |
|-----------|---|

| | |
|------------------------|--------|
| Dues and Registrations | 185.00 |
|------------------------|--------|

| | |
|--------|--------|
| Travel | 706.20 |
|--------|--------|

| | |
|-----------|----------|
| Sales Tax | 1,002.41 |
|-----------|----------|

| | |
|-----------|--------|
| Bank Fees | 315.24 |
|-----------|--------|

| | |
|-----------------------------|----------|
| Library Store Cost of Goods | 3,840.93 |
|-----------------------------|----------|

| | |
|---------------------------|-----------------|
| Total Expenditures | 6,147.29 |
|---------------------------|-----------------|

| | |
|--------------------------------|-----------------|
| Net Profit Current Year | 8,172.81 |
|--------------------------------|-----------------|

| | |
|---|-------------------|
| Balance in Library Store Account | 130,709.02 |
|---|-------------------|

Circulation Statistics FY2009

Athens-Clarke

| | FY 2002 | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY 2007 | FY2008 | FY 2009 |
|------------|---------|---------|---------|---------|---------|---------|---------|---------|
| July | 54,412 | 61,427 | 56,169 | 53,509 | 53,491 | 56,063 | 56,744 | 63,279 |
| August | 45,419 | 49,293 | 46,784 | 47,914 | 52,103 | 51,182 | 49,007 | 53,537 |
| September | *41,353 | 47,240 | 48,377 | 47,886 | 46,997 | 49,186 | 45,344 | 51,046 |
| October | 47,122 | 57,452 | 50,682 | 49,784 | 47,474 | 47,202 | 49,665 | 50,792 |
| November | 45,608 | 45,848 | 47,586 | 48,175 | 45,990 | 43,597 | 45,154 | 49,973 |
| December | 35,416 | 37,140 | 39,831 | 39,598 | 36,808 | 36,177 | 39,751 | 45,163 |
| January | 46,477 | 46,254 | 47,850 | 48,081 | 47,340 | 46,128 | 48,729 | 51,868 |
| February | 46,153 | 45,418 | 46,870 | 46,113 | 47,215 | 43,600 | 47,359 | 50,294 |
| March | 49,845 | 49,447 | 51,329 | 50,688 | 48,100 | 45,874 | 49,770 | 53,301 |
| April | 49,952 | 47,080 | 44,599 | 45,468 | 43,983 | 43,040 | 48,944 | |
| May | 48,281 | 48,821 | 45,217 | 46,441 | 47,019 | 47,899 | 51,410 | |
| June | 57,337 | 61,775 | 60,061 | 59,790 | 59,460 | 57,862 | 62,009 | |
| TOTALS | 526,022 | 597,195 | 585,355 | 583,447 | 575,980 | 567,810 | 593,886 | |
| In-House L | 496,860 | 443,508 | 379,730 | 342,732 | 193,349 | 534,924 | 485,212 | |

Winterville Branch Library

| | FY 2002 | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|---------|---------|---------|---------|
| July | 1,174 | 1,295 | 1,616 | 1,294 | 1,116 | 1,468 | 1,536 | 1,874 |
| August | 909 | 1,026 | 1,103 | 1,145 | 902 | 1,104 | 1,226 | 1,491 |
| September | 2,543 | 1,006 | 1,216 | 829 | 714 | 932 | 1,219 | 1,728 |
| October | 738 | 990 | 990 | 963 | 921 | 1,002 | 1,296 | 1,736 |
| November | 723 | 1,097 | 874 | 998 | 1,430 | 930 | 1,179 | 1,575 |
| December | 479 | 618 | 1,137 | 771 | 667 | 607 | 1,190 | 1,266 |
| January | 598 | 760 | 922 | 777 | 1,052 | 789 | 1,282 | 1,605 |
| February | 818 | 771 | 743 | 797 | 1,073 | 805 | 1,187 | 1,595 |
| March | 818 | 927 | 1,096 | 817 | 1,152 | 927 | 1,237 | 1,737 |
| April | 676 | 706 | 807 | 636 | 811 | 893 | 1,158 | |
| May | 1,139 | 1,265 | 973 | 784 | 1,137 | 1,230 | 1,686 | |
| June | 1,544 | 1,018 | 1,407 | 1,473 | 1,669 | 1,499 | 2,128 | |
| TOTALS | 12,159 | 11,479 | 12,884 | 11,284 | 12,644 | 12,186 | 16,324 | |
| In-house Use | | 11,596 | 3,562 | 3,640 | 2,743 | 12,220 | 17,420 | |

Bookmobile/Outreach

| | FY 2002 | FY 2003 | FY2004 | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|-----------|---------|---------|--------|---------|---------|---------|---------|---------|
| July | 1,905 | 3,391 | 397 | 342 | 157 | 524 | 547 | 477 |
| August | 581 | 1,078 | 262 | 317 | 173 | 683 | 284 | 613 |
| September | 13 | 1,765 | 286 | 49 | 173 | - | 435 | 490 |
| October | 829 | 2,126 | 2,174 | 323 | - | - | 520 | 339 |
| November | 1,487 | 1,530 | 219 | 217 | 1,555 | - | 580 | 454 |
| December | 1,162 | 1,826 | 195 | 248 | 1,261 | - | 324 | 197 |
| January | 2,256 | 2,243 | 131 | 135 | 1,758 | 5 | 538 | 108 |
| February | 2,576 | 1,589 | 1,820 | 165 | 765 | - | 506 | 349 |
| March | 1,335 | 950 | 1,858 | 331 | 1,002 | 601 | 487 | 160 |
| April | 1,456 | 1,826 | 143 | 227 | 810 | 161 | 420 | |
| May | 1,075 | 1,558 | 292 | 293 | 543 | 434 | 301 | |
| June | 559 | 194 | 377 | 244 | 479 | 412 | 555 | |
| TOTALS | 15,234 | 20,076 | 8,154 | 2,891 | 8,676 | 2,820 | 5,497 | |

East Athens Resource Center

| | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|--------|---------|---------|
| July | | 133 | 978 | 492 | 1,194 | 1,119 | 1,656 |
| August | | 80 | 454 | 478 | 274 | 750 | 805 |
| September | | 234 | 34 | 265 | 38 | 579 | 977 |
| October | 33 | 917 | 1,124 | 518 | 520 | 1,030 | 777 |
| November | 9 | 426 | 218 | 849 | 835 | 433 | 417 |
| December | 193 | 585 | 34 | 502 | 1,710 | 649 | 451 |
| January | 158 | 635 | 828 | 58 | 1,638 | 590 | 332 |
| February | 227 | 538 | 41 | 577 | 1,438 | 405 | 466 |
| March | 148 | 533 | 391 | 340 | 900 | 734 | 548 |
| April | 129 | 837 | 413 | 478 | 936 | 782 | |
| May | 111 | 578 | 589 | 1222 | 797 | 1,064 | |
| June | 52 | 777 | 580 | 1892 | 605 | 1,602 | |
| TOTALS | 1,060 | 6,273 | 5,684 | 7671 | 10,885 | 9,737 | |
| In-House Use | 639 | 10,166 | 9,204 | 2,626 | 17,940 | 7,748 | |

Lay Park Resource Center

| | FY 2003 | FY 2004 | FY 2005 | FY 2006 | FY2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|--------|---------|---------|
| July | | 137 | 3,549 | 686 | 1,428 | 1,596 | 1,130 |
| August | | 73 | 990 | 398 | 666 | 1,022 | 990 |
| September | | 382 | 543 | 257 | 1,148 | 1,068 | 1,056 |
| October | 4 | 381 | 644 | 1058 | 1,156 | 939 | 1,154 |
| November | 49 | 385 | 538 | 358 | 926 | 965 | 541 |
| December | 238 | 423 | 475 | 746 | 700 | 731 | 935 |
| January | 167 | 373 | 497 | 888 | 832 | 650 | 956 |
| February | 112 | 124 | 395 | 773 | 872 | 843 | 816 |
| March | 160 | 177 | 999 | 1004 | 952 | 1,182 | |
| April | 127 | 139 | 533 | 1343 | 1,161 | 1,144 | |
| May | 118 | 172 | 1,077 | 1222 | 1,257 | 1,157 | |
| June | 44 | 3,894 | 1,066 | 2304 | 1,578 | 1,948 | |
| TOTALS | 1,019 | 6,660 | 11,306 | 11037 | 12,676 | 13,245 | |
| In-House Use | 999 | 13,988 | 6,396 | 6,656 | 30,680 | 16,276 | |

Pinewoods Library and Learning Center

| | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 |
|--------------|---------|---------|---------|---------|---------|
| July | | 440 | 274 | 1821 | 1,564 |
| August | | 977 | 171 | 1988 | 1,878 |
| September | | 341 | 1504 | 1675 | 1,543 |
| October | | 303 | 1492 | 1451 | 1,835 |
| November | | 1285 | 1392 | 2406 | 1,938 |
| December | | 141 | 1050 | 1148 | 1,250 |
| January | | 334 | 2012 | 1934 | 2,127 |
| February | | 145 | 1546 | 2229 | 2,082 |
| March | 110 | 539 | 917 | 2367 | 1,368 |
| April | 603 | 147 | 1104 | 1439 | |
| May | 744 | 117 | 703 | 1544 | |
| June | 664 | 2743 | 284 | 1231 | |
| TOTALS | 2,121 | 7512 | 12449 | 21,233 | |
| In-House Use | | 12,284 | | | |

Grants Athens Regional Library FY2008-FY2009

| Source of Funding | Description | Amount |
|--|--|----------------------|
| Finra Investor Education Foundation | "Smart Investing @ your Library" | 94,510.00 |
| Georgia Humanities Council | "Telling My Own Story Graphic Novel Project" | 223.00 |
| Georgia Humanities Council | "Looking at Jazz" | 1,000.00 |
| "Let's Talk About it" Jewish Lit Grant | Jewish Literature Grant | 2,000.00 |
| ACCL SPLOST | Materials Grant | 130,000.00 |
| ACCL FOL | Wish List FY09 | 36,243.00 |
| Georgia Humanities Council | Scottish Festival Grant | 2,000.00 |
| TOTAL | | \$ 265,976.00 |

Account number: 248-05926-1-3
Statement type: Preferred
January 31 - February 27, 2009

201 Progress Parkway
Maryland Heights, MO 63043-3042
www.edwardjones.com
Member SIPC

Edward Jones
MAKING SENSE OF INVESTING

ATHENS CLARKE COUNTY LIBRARY
ENDOWMENT FUND INC
2025 BAXTER STREET
ATHENS GA 30606-6331

HUNTER BAKER
1684 PRINCE AVENUE
SUITE A
ATHENS GA 30606
706-548-1696
877-548-1696

Value Summary

| | |
|--------------------|--------------|
| Value on Feb 27 | \$571,930.82 |
| Value on Jan 31 | \$581,635.51 |
| Value one year ago | \$630,580.07 |

Summary of Your Assets

| Held at Edward Jones | Value on Feb 27 | Value on Jan 31 | Dollar change |
|------------------------------|---------------------|---------------------|--------------------|
| Cash & money market | \$7,673.91 | \$4,884.82 | \$2,789.09 |
| Certificates of deposit | 460,259.80 | 460,319.15 | -59.35 |
| Mutual funds | 103,997.11 | 116,431.54 | -12,434.43 |
| Total at Edward Jones | \$571,930.82 | \$581,635.51 | -\$9,704.69 |

Summary of Your Income

| Income distributions from securities | This period | | | Year-to-date | | |
|--------------------------------------|-------------------|----------|-------------------|-------------------|----------|-------------------|
| | Taxable | Tax-free | Total | Taxable | Tax-free | Total |
| Money market dividends | \$1.15 | — | \$1.15 | \$2.42 | — | \$2.42 |
| Interest | 2,787.94 | — | 2,787.94 | 3,042.73 | — | 3,042.73 |
| Total | \$2,789.09 | — | \$2,789.09 | \$3,045.15 | — | \$3,045.15 |

Your Assets at Edward Jones

| Cash and money market funds | 7-day current yield | 7-day compounded yield | Current value |
|--|------------------------|---------------------------|-------------------|
| Money market | 0.09% | 0.09% | \$7,673.91 |
| Total cash and money market funds | | | \$7,673.91 |

Athens-Clarke County Library Endowment Fund, Inc.
Balance Sheet
period ending 03/31/2009

| | |
|--|----------------------|
| Cash Suntrust Bank | 83,617.80 |
| Cash and money market funds - Edward Jones Investments | 7,673.91 |
| Certificates of deposit - amount invested | 450,000.00 |
| Mutual Funds - amount invested | 176,500.00 |
| TOTAL | \$ 717,791.71 |

| | |
|-----------------------------------|----------------------|
| Accounts Payable | 0.00 |
| Total Liabilities and Fund Equity | 717,791.71 |
| TOTAL | \$ 717,791.71 |

| | |
|---|----------------------|
| Edward Jones amount invested | \$ 634,173.91 |
| Edward Jones : | |
| Market Value of Cash and Investments as of 2/28/2009 | \$ 571,930.82 |
| Variance | (62,243.09) |

Income Statement

| | 01/01/09-3/31/09 |
|-----------------------|------------------|
| Income | 40.00 |
| Interest | 44.58 |
| TOTAL REVENUES | 84.58 |

SPENDING ACCOUNT 1/1/09-12/31/09
Collection Purchases

-

Director's Report
April 14, 2009

The first month of the quarter is always busy with regional board meetings and budget discussions. This year was no exception with six quarterly board meetings on Jan. 8, 12, 13, 15, 20 and budget meetings on Jan. 7, 12, 14 and 15. As a part of the regional board meeting, we opened bids for insurance services. This is a major budget item including contents for 11 buildings, auto insurance for 3 vehicles, liability on all facilities, errors and omissions insurance for all staff and trustees, worker's compensation, special art riders, and bonding. Bids were opened on Jan. 15 and the insurance contract was awarded to Boswell Group. The total cost of insurance decreased slightly as a result of this process and a review of our coverage.

The Regents Public Library Advisory Committee [RPLAC] has proposed that the Georgia Public Library Services consider a new method of funding for public libraries. The proposal calls for the development of two demonstration models, one in North and one in South Georgia. This model will examine the cost effectiveness of merging some regional services, the efficiencies of scale, and ultimately, customer service and satisfaction which should remain at least as high as it currently is. Carl Vinson Institute of Government officials will work with the project to ensure that this is thoroughly documented and tested. Since this plan was developed based on my proposal, the first test program will be in Athens with Piedmont Regional [Banks, Jefferson and Barrow Counties], Elbert County and possibly other nearby systems. CVOIG is also responsible for ensuring that one county/system does not bear the full cost of the project and grant funds will be available to help facilitate some of the project.

RPLAC is also looking very carefully at several other issues that impact public libraries including the Maintenance of Effort requirements. This policy states that if the level of local support falls below the previous year's level of support, then state grant funding, which totals over \$1 million for ARLS, would be lost. This includes not only the direct grants but also things like access to Galileo, PINES, GOLD, and internet access. Unfortunately, because of the economic crisis, many libraries are finding their budgets declining. RPLAC voted to continue to support the MOE requirements, but did establish the concept of a waiver in extraordinary circumstances.

RPLAC has continued to meet with Atlanta attorney Sharon Gay to develop a proposal which will go to the legislature next year to establish a public library taxing authority. This legislation would enable each library system, once a county has approved such, to set a millage rate for library services and would remove the annual "begging and pleading" for local support. Rep. Bob Smith has spoken in support of this idea, and we hope it will move forward in next year's legislative session.

In February, I met with architects Rob and Carmen Ponder and local officials to examine the possibility of building additions in both Danielsville and Royston. Both are on the shovel ready list of projects and we needed to obtain a feasibility analysis. Within the budgets that we've established, both would be do-able. In Danielsville, we would likely expand the building by 8000 square feet and expand to meet service needs. In Royston, we examined the possibility of trading spaces with the city. City Hall would move to the current Library space, and the Library would move to the space now occupied by City Hall, a Community Building, and the Ty Cobb plaza. This option was of great concern but the architects have envisioned a very dramatic building with existing funds. Both projects are now officially moved up the list of projects for FY2011 and I have begun developing the Building Programs. A draft of each is due on June 1 and will include community analysis, building space needs, and financial information.

Mike Moak, chair of the Madison county board, and I met with the new county commission chairman, Anthony Dove, in Madison County to discuss the SPLOST funding for their building addition. Originally, \$750,000 was proposed for the library addition and collection growth. To meet state funding guidelines, we would use \$582,000 for construction leaving a generous amount for materials. Actual SPLOST collections have declined below expectations, so that may reduce book purchases. Ed Bowns, Rita Shoemaker and I met with the Mayor of Royston, the city manager and a councilman to discuss funding for the building swap and they will vote on Tuesday evening to finalize finances for this project which is estimated to be approximately \$2 million including state funding.

The auditors finally completed the state audit of our 2007 fiscal year on Jan. 22. There were no surprises; we will be discussing the findings in detail at the Regional Board meeting, but most were carryovers from the prior fiscal year and we have now taken corrective action. It is expected that we'll have an audit completed for fiscal year 2008 before the end of August. We are making a change from having a state auditor to using a CPA who has worked with audits for years. Instead of spending weeks at the library pulling records, they will be here only for a few days. When Mamie announces their arrival, her office will be totally off limits to everyone for everything except dire emergencies.

We received a grant from the Georgia Humanities Council, in coordination with the Lyndon House and the Thistle and Kudzu Society, to develop a Scottish Festival. This was held on Sat. Jan. 24 and was a huge success. Jackie Elsner provided stories and Laura Carter offered two sessions of Scottish genealogy. Laura later followed up with a more advanced session. Rhiannon Eades worked on publicity and took pictures of the event. She enjoyed the program, but will pass next time on the haggis!

February and March were dedicated to legislative issues. There was no great cheer in the regular FY2010 budget as the overall budget reductions, as ordered by the Governor's Office, were significant. We had hoped for some Maintenance, Repair and Renovation funds, but this was eliminated at the end of the session; a small amount was restored for books. We owe a huge debt of gratitude to the work of Senator Bill Cowsert who worked with the Senate Appropriations Chairman, Jack Hill, to get our Athens project restored to the construction budget. He spent a lot of time ensuring that funding was restored in the 2010 budget and that it remained there when other reductions were being considered. We await the Governor's signature on the overall package. Please thank Senator Cowsert! His support was absolutely essential.

Rep. Bob Smith of Watkinsville is chairman of the House Appropriations Subcommittee on Higher Education and thus has a great influence on public library budgets. One of his major interests is the Library of the Future. I visited Cisco Systems on March 5 at his invitation—they have a really terrific conferencing system which could eliminate a lot of travel to meetings. In addition, there are some opportunities for offering more patron-created content for web pages which would be interesting to both staff and the public. I met with Bob three times during February plus Legislative Day; unfortunately, the House Appropriations Sub-Committee took the Athens Library construction program out of the budget package!

There was a meeting of Talking Book Center library directors where we discussed the future of the service. Several systems are merging [Rome/LaFayette and Columbus/Bainbridge/Albany] and eventually, there will be more emphasis on outreach and customer service. The plan is to warehouse most of the green boxes since the computer system is very efficient in keeping track of users. Gradually, a new digital system will replace the cassettes and will require less storage than

we now provide. The emphasis on identifying people eligible for the service is long overdue, so this could be beneficial for our service.

Donna Brumby, Clare Auwarter, Jackie Elsner and I met with interiors specialist Rene Severson who is handling the redesign of the Oconee County children's area. This project will include new carpeting, paint and a reorganization of the existing space. Other things will be added as we can raise funds for them.

The Athens Board presentation to the Clarke County Commissioners was on Feb. 24. We were limited to requesting a 2% budget increase [\$32,000] and also had to propose a 5% budget reduction. The commissioners made a point of appreciating the library's role in the community and for our assistance with people who are using computers for job searches, building computer skills, and making resumes. Our human interest stories help to bring the library alive. Commissioner Kathy Hoard told us and others that she was particularly impressed with our computer use. All these stats and the stories you share do make a difference!

The Library System Director's Meeting held in Decatur on Feb. 25 focused on cyber security, workforce development and library audits. Discussions from Nate Rall, state construction coordinator, who announced that there must be a reconfirmation of the local financial commitment before a state grant for construction can be approved; Richard Brock, the E-Rate expert, who said that technology plans are OK until 7-30-2010; Tim Daniels, the new coordinator for technology, who announced that PINES courier services from the state will continue for the next 2 years; Lyn Hopper who is working on the Talking Book Service plan that has been sent out for review, Elaine Black, Children's Services Coordinator, who announced visits from Clifford the Big Red Dog who will be in Athens this summer. Lamar Veatch, State Librarian, discussed the stimulus package, but much is still unknown. He wants to see if we can qualify for firewalls, MRR projects, and maybe an expansion of bandwidth.

Work Ready Certification was launched in 2006 by the Governor and the Georgia Chamber of Commerce to improve job training and marketability of the state's workforce. This initiative assesses the skills of Georgia's workers, provides job training, and helps companies match people with the right jobs. The program assesses core skills in math, reading, and locating information and then also measures work habits and behaviors. The program will provide certification for those that complete the classes. For more information, go to www.gaworkready.com. These free assessments are offered at the technical colleges and 3 components are offered. It's definitely something we will offer a link to from our website.

13 trustees from our system attended Library Legislative Day in Atlanta. It was a disaster from my perspective! As it happened, the room was far too small to handle the group. The legislators met in session through lunch and adjourned just in time to go to committee meetings. We did visit the Capitol and managed to speak with many members of our delegation including two new members from Franklin County. As always, they are uniformly supportive of libraries and of construction projects. And it's always good for legislators to meet people from their area; I appreciate those board members who attended.

Rep. Smith took an hour after lunch to meet with the 11 projects on the construction list and to talk about his excitement generated by technology-- he spoke enthusiastically about libraries. However, he foresees the decline of the book and was quite excited about Kindle. He cannot be dissuaded about the Kindle. In his mind, one can scan in most any kind of document from the desktop. So in addition to books, magazines, and newspapers, one could also access his word documents. And he sees us lending Kindles loaded with various types of books. The proprietary

nature of amazon.com right now would prohibit that, but it's an interesting idea. I am asking the Friends to purchase 3 Kindle units plus enable us to download titles to each unit for staff to use with the ultimate goal of considering the units for circulation.

Rhiannon Eades, Mark Katzman and I toured the region and visited Lavonia, Royston, Danielsville, Lexington, Lay Park, Watkinsville, Bogart and Pinewoods. A long day, but it gave us the opportunity to see the diversity of the region and to meet the people at the other end of the phone/e-mail. Lay Park was by far the busiest per square foot that day! Dorothy Harrison had children everywhere vying for her attention! By the time we got to Pinewoods, school was out and there were children everywhere there as well.

In March, the Lyndon House and I submitted a \$10,000 grant application to the Georgia Council for the Arts with the goal of providing art classes and programs at the Pinewoods Library. We will be presenting our proposal to the Board of the GCA on April 28 at 9:00 AM in Atlanta. We've been notified that the system has been awarded 12 grants from the National Endowment for the Humanities and the American Library Association for books and programs featuring Picturing America. As a part of this program, we will encourage families to take pictures of what makes their local communities unique and interesting and will display them in our libraries and hope to set up a photo archive on our webpage.

Looking forward to the next quarter includes planning for the Summer Reading Program. We anticipate a full range of special events and want to thank the Friends of the Library in each of our member counties for agreeing to help pay for programs. There were no federal funds available this year to support special events, and the Friends have stepped up to help. I will be working on the Building Program documents for both Madison and Royston with the June 1 deadline looming.

As you know, Miguel Vicente has taken a position as the City of Commerce Librarian with a \$10,000 salary increase. This was a good move for him not only because of the salary, but because he will gain valuable experience in working in a totally different environment! We have offered the position to Luisa Vazquez, a native of Puerto Rico, and currently working as the 4-H extension person in Pinewoods. We had several very qualified applicants and feel confident that Luisa will do a great job when she begins on May 1. And we have several other personnel slots to fill including the search for a new manager at East Athens Resource Center working from 2-6 Monday-Thursday. We will be looking for student assistants for the summer who will help with shelving and crowd control as well as filling in for vacations and other scheduling responsibilities. And Rhiannon is searching for a journalism/PR major to serve as an intern for the next year.

Clare Auwarter, whose husband Alan died of cancer last week, will be returning to the library staff on May 1 as well. Jackie Elsner has served admirably as the interim branch manager at Oconee County during the past year. And Kim James continued her low income daycare center visits while managing the children's area. I thank all on the staff throughout the region for helping manage this process to free up Clare to be at home.

Finally, I was invited to attend the 50th anniversary of the Title VI program in Washington, DC, spoke briefly in one session about the value of public library partnerships with our academic and community colleagues, and met Madeline Albright who was the keynote speaker. A very impressive lady!

The New York Times

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Job Seekers Turn to the Library as a Base of Operations

By JOSHUA BRUSTEIN

Anthony Morris's job search hit a snag earlier this month when the Queens Borough Public Library notified him that he could not get a new library card until he paid about \$80 in outstanding fines.

Mr. Morris, 31, had been unemployed for eight months and did not have the money. But he had amassed an armful of library books he needed to prepare for an exam that was part of the application process for a job at Con Edison, and he also needed a library card to browse online classified sites. So he asked if he could work off his debt.

After 22 hours of sorting books in the reference section at the Jamaica branch, Mr. Morris got his new library card — and was asked to apply for a part-time position at the library.

"It's just minimum wage, but it beats a blank," said Mr. Morris, who lives nearby and previously worked at a chemical plant that manufactured leather dyes. He is waiting to hear whether he got the job.

While such direct results are certainly rare, the city's public libraries are increasingly serving as makeshift employment centers. At the 58th Street branch of the New York Public Library in Manhattan, out-of-work professionals crowd the computers in the afternoon, a time that had previously been dominated by elderly patrons, and books on résumé writing are hard to keep on the shelves. The Bronx Library Center drew 700 to a career preparedness fair in January and recently doubled the number of computer classes it offers to the elderly because people looking to re-enter the work force had packed the existing classes to overflow levels.

"We've been in the job-search business for decades," said Paul LeClerc, the president of the New York Public Library, noting that President Obama has said that a librarian helped him find his first job as a community organizer. "This is a continuation."

The new role comes amid a broader surge in demand for libraries' free goods and services that is typical during economic downturns. In the fourth quarter of 2008, circulation rose 16 percent compared with the previous year at the New York Public Library, which serves Manhattan, the Bronx and Staten Island; 9 percent at the Brooklyn Public Library; and 2 percent in Queens. All three systems also report significant increases in the number of visits.

But the libraries are facing steep cuts in the mayor's proposed budget for next year, and have other economic woes. Brooklyn has already shuttered its branches on Sundays and is considering trimming hours further. Earlier this month, a hotel company backed away from its pledge to purchase the Donnell Library, a five-story building on 53d Street, whose sale was intended to help pay for the \$250 million renovation of the New

York Public Library's headquarters on Fifth Avenue.

At the Bronx Library Center, near [Fordham University](#), Janice Moore-Smith, an education and career counselor, has over the years typically helped half a dozen people a day with their résumés. In recent months, it is often 10. And Ms. Moore-Smith said that she had increasingly been scheduling joint sessions for husbands and wives in which she doles out emotional support along with employment tips.

"I'm doing couples therapy," she said.

The most common service being sought, librarians said, is computer time. At the [Queens Library for Teens](#) in Far Rockaway, more and more teenagers are showing up to sign on, saying their parents have canceled Internet service at home. And with Web sites largely having replaced newspapers as the most common job-listing venue, finding work without Internet access has become increasingly difficult.

Kerwin P. Pilgrim, division manager of the Brooklyn Public Library's education and job information center, said that he began training 15 staff members to provide individual assistance to job seekers last summer, in anticipation that demand would rise as the economy worsened. In January, the library announced that there would be one such staff member available at all times in at least one branch within each group of four branches.

Until recently, Mr. Pilgrim said, most people who came to the library's résumé workshops were looking for entry-level jobs. Now, the proportion of professionals in the classes has soared.

"When the [banks](#) started going down, we saw some people who had been employed for a long time and had never taken the time to write résumés or work on interviewing skills," he said. "People got comfortable, and basically their résumés were never updated."

Mitch Baucus has long been a regular at the Flushing branch of the Queens library, but lately it has transformed from a place of leisure to his virtual office.

When he was working as a legal researcher for a lawyer in Great Neck, Mr. Baucus regularly spent an afternoon each weekend reading newspapers and magazines at the library. Since he was laid off in early December, Mr. Baucus has been showing up five or six days a week to scour the Internet for employment opportunities.

He spent several months searching without success, then noticed something he had overlooked.

"I realized there was a person sitting there and his job was to help people with their résumés and interviewing skills," he said. "So I went up to him and asked him for help."

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MINUTES
ATHENS REGIONAL LIBRARY BOARD
April 16, 2009 Meeting

Meeting was called to order by Chairman, Mr. Greg Jones (Oglethorpe County) at 3:31 PM. Present were, Mr. Bowns, Mr. Miller, Ms. Crawford (Franklin County); Mr. Gresham, Mr. Shapiro (Oglethorpe County); Ms. Stratton, Mr. Zimmerman (Oconee County); Mr. Prokasy, Ms. Lane, Ms. Dunn, and Mr. Timmons (Athens-Clarke County); Mr. Moak, Mr. Nale, Ms. Booth, Mr. Miller (Madison County). Ms. Vernon was absent. Staff present were Mrs. Ames, Ms. Simonds, and Mr. Katzman, who recorded the minutes.

The minutes of January 15, 2009 board meeting were unanimously approved on a motion and second by Mr. Zimmerman and Ms. Stratton. There was no public comment. The agenda was unanimously adopted upon a motion and second from Mr. Timmons and Mr. Prokasy.

The third quarter FY09 financial report was given by Ms. Simonds. Revenue expenditures for the Regional System are at 75% of fiscal year. Regional revenue is at 73%, expenditures are at 72.87%. She announced that there is a freeze on supplies. We are only ordering "essential items". Our insurance bill has been paid. She invited all members to call, email her, or make an appointment to come to the Business Office if they have any questions or concerns. Ms. Simonds said that Blackbaud, our new accounting system, is now installed and she is undergoing training. She said that it had a feature that would alert her with a "warning" if we went over budget as well as a duplicate invoice. Mr. Prokasy asked why our debt collection was so low, and Ms. Simonds said she would check into it. Mrs. Ames reported that our telephone E-rate won't be deducted this fiscal year, and we'll receive a check at the end of the year. These funds will reimburse the system for approximately 70% of telephone line costs.

Audit for 2007 - Ms. Simonds said that anyone could have a copy of the audit or that it could be downloaded from the Georgia Department of Audits website. While last year there were 4 major findings, this year there were only 3. Every penny is accounted for, she said. We have good procedures in place, but we need to establish Cash Management Policies and document them in the next year to better prepare our financial statements. Ms. Simonds said that she attended a class from Athens-Clarke County on these topics. This was through University of Georgia's Carl Vinson Institute of Government. Part of internal monitoring would include having a person outside of the Business Office to check receipts in a formally documented process to prove we can monitor our internal controls. The Auditors would want that document in writing. Mr. Zimmerman asked if we are following procedures. Ms. Simonds said yes, but we don't have them in a book. She said that we do now have separation of duties. On the cash and cash equivalents note, she said that we did reconcile bank accounts but in Fundware it doesn't tie the reconciliations to the general ledger. Our new

Blackbaud system does show reconciliation as tied to the general ledger. Ms. Simonds mentioned that several employees haven't cashed their checks for several years and now we have over \$80,000 in outstanding checks. There have been credit card charges and they must be tied to a name. Travel must be accounted for in guidelines. She said that she appreciates a Board that's concerned about Business Office Procedures and hopes to establish a system of good documentation policies and procedures that will work for staff as well as be approved by the auditors.

Agreed Upon Procedures – Ms. Simonds said that this was sometimes referred to as "audit light", but she assured everyone that it was actually very strict. The auditors used are contracted by the state. GPLS will look for irregularities, review findings and defective actions. In the case of something coming up, our state funds will be held back until it is fixed. The cost of the 2008 audit is \$2800, covered by a System Services Grant, which is a good bargain. Full audits can cost \$30-\$50,000, she said.

Endowment – Ms. Simonds reported that the Georgia Department of Audits included the Endowment fund in the FY2007 review. However, beginning with FY2008, it will no longer be reported as a part of the Regional Financial Statement. The Endowment is a separate 501(c)(3) unit, files income reports to the IRS using form 990, and has a totally separate board. The Endowment Board should plan to conduct its own annual audit separate from the Regional System's audit.

There was no staff report.

Regional Reports followed from each county.

Clarke: Ms. Lane thanked everyone for their advocacy and said we have our 2 million from the State for the construction of the Athens addition and renovation project. Mr. Prokasy said that Senator Cowser really helped. She said that we raised \$20,000 at the Friends Book Sale, and that the summer sale is set for June 27th in the lobby here. She also mentioned the library birthday party on April 17th. Mrs. Ames announced that Luisa Vazquez-Lopez will be the new Pinewoods Manager. She has worked there as part of the County Connection program, as well as 4-H. Also that we are again interviewing candidates for East Athens Manager and hope to announce that soon. The person that was hired resigned very quickly. Summer Reading is coming up, she said.

Madison: Mr. Moak said that their numbers were up for attendance, reference, and computer use. The Friend's Book Sale brought in \$4,770, the most money

that has ever been raised. They have just deposited \$5,000 into their Gift account for books and material purchases. The library was hosting a live music series of bluegrass and folk blues in May funded with a Grassroots Arts Grant. He said that they were watching applications for building funding in the State, and hope to get State funding in 2010 for a 7500 square foot addition and renovation. Mr. Nale mentioned they were looking into incorporating the Friends to become a non-profit—exempt from IRS. Some Friends agree, some not. He said that Oconee is incorrect. A 503(c)(3) and annual 990 report all contributions to IRS. Greg Jones said that the Oglethorpe Friends were registered with the Secretary of State, but not Federal.

Oglethorpe: Mr. Shapiro said that their figures were up in attendance, reference, and computer use. There was a Pre-K kid's display of hearts for Valentine's Day. Board meeting dates were shuffled for the July and October meetings allowing Mr. Gresham to attend meetings. Mr. Jones reported that the Friends had a brief meeting. They had their Book Sale but no figures were available. The Friends also worked on a garden in front of the library. Mr. Shapiro said that a surprise gift of 60 cartons of books came in. Mr. Jones acknowledged Mr. Miller and welcomed him back.

Oconee: Mr. Zimmerman reported that their statistics were also up: 8% for circulation and 18% for new library cards. Bogart was up 41% for computer use, he said. Many patrons were coming in from Walmart to print out their W2's. There was a big turnout for AARP Tax Assistance, computers classes and the Genealogy Lock-In. Ms. Stratton reported that the renovation of the Children's section would take a few weeks, and that it would be closed during that time. There would be a draped screen to partition it off. She said that Jackie Elsner went through the Children's books and found that 6,000 were not appropriate. 1,940 were weeded. The renovation would greatly improve that area. Mr. Zimmerman said that by using local labor there were great savings.

There was a discussion. Mr. Jones said that Walmart was the tip of the iceberg. He said that people in general are enjoying free usage of our computers to print resumes and he foresees a problem. Mr. Zimmerman says that Sam's Club employees are using our computers to print their W2's. Ms. Stratton said that we are the only general place that people have access to computers. Mr. Jones said that it was a double-edged sword. Can we fulfill this as numbers go up? he asked. Mr. Zimmerman said that we might become stretched to the limit.

Franklin: Mr. Bowns announced that Lavonia-Carnegie is celebrating its 100 year charter, and in 2011 the building will be 100 years old. There is going to be a new Children's area. He said that the City Council in Royston has approved

the funds to swap the library with the City Hall, Ty Cobb Plaza and the Civic Center, but there's a lot of work and planning ahead. This project would add much needed space and they have applied for State funding. He reported that, thanks to Kathie and the Friends, there is wi-fi in both libraries now, which has freed up time on the desktops. There will be a new slate of Officers for July, and Logan Mathis is returning to the Board.

In her Director's Report, Mrs. Ames welcomed back Mr. Miller, who has been absent for several months due to illness. She announced the upcoming Summer Reading Program, "Be Creative at Your Library", sponsored by the Friends of the Library, and displayed the incentives children receive when they follow the program. She reported on a new 3 year Demonstration Project to look into the merging of services, working with the Directors of Piedmont, Uncle Remus, Hart, and Elbert county libraries to form a "super-district" of shared services. The Directors of these systems will work with the Carl Vinson Institute to look at how to merge services – as an example, there are 5 separate Cataloging and Children's Departments. Madison County and the Royston Library conducted a feasibility study for each library to analyze expansion capability—these two construction projects will be requested from the General Assembly next year. There were 18 projects funded in the 2010 legislative budget including the addition to Athens, she said, and we are waiting for the Governor's signature.

Unfinished Business

1. Insurance bid: After checking references, Ms. Stratton moved to accept the insurance bid (\$35,087) from The Boswell Group. It was seconded by Mr. Prokasy, and passed unanimously.

2. 403B Programs: Ms. Simonds addressed the comparison handout of our Annuity offerings. These companies are offered for information only. Staff must choose who they want. We simply make them available. She went to A.M. Best to get the ratings. Mr. Jones said that only 2 had ratings, and that he was personally at a total loss as to who to trust with financial corporations.

3. Director's evaluation: Mr. Jones reported that the evaluation process has been completed and the Director has a successful rating.

New Business

1. Ms. Ames spoke of the Temporary Insurance Reduction Proposed Expenditures. She said that we have extra funds available--\$72,000—and asked for the Board's authorization to use them as earmarked. The Board approved unanimously on a motion and second from Mr. Zimmerman and Mr. Prokasy.
SEE ATTACHED SHEET.

Page Five
Athens Regional Library Board
April 16, 2009

Other Business

1. Mrs. Ames spoke of the funds which the Board approved 2 years ago for the architect's work for our building renovation and said that those funds have been reimbursed by the Athens SPLOST grant.

2. Mrs. Ames mentioned that the Grassroots grants were omitted from the blue sheet and would be added.

3. Mrs. Ames said that all libraries had received 15 books from the National Endowment for the Arts called "Picturing America".

4. Ms. Ames mentioned the upcoming exhibition on Abraham Lincoln, "Forever Free." She also encouraged everyone to look at Mr. Jones rocks and minerals display downstairs in the Friend's Display cases. Mr. Jones said that the display was "forty years in the making".

The meeting was adjourned at 5:20 PM following the announcement that the next meeting is on July 16, 2009.

Kathryn S. Ames, Secretary

Athens Regional Library Board
April 16 2009

Call to Order

Minutes of the January 15 Meeting; Finance Committee Meeting

Public Comment

Adopt Agenda

Financial Report

Audit for 2007

Agreed Upon Principles for 2008

Regional Reports

Director's Report

Unfinished Business

Insurance Services [record final vote]

403B Programs Available to Staff

Director's Evaluation Process

New Business

Committee Appointments

Amend FY2009 Budget [Health Insurance Rebate]

Construction Update

Other Business

Meetings for 2009 at 3:30 PM

July 17

October 15

**Director's Report
Athens Regional Library Board
July 2009**

The budget news continues to be grim. In June, we were advised by the state library that our budget would be reduced by 4%. Since this message, an additional 4% reduction of the entire state budget has been announced. This was taken from our materials budget. We have determined the Reductions as follows:

| | |
|-------------------|------------------------------|
| Clarke County: | \$8144 reduction to \$27,661 |
| Franklin County: | \$2046 reduction to \$5,820 |
| Madison County: | \$2813 reduction to \$7,589 |
| Oconee County: | \$2948 reduction to \$8,100 |
| Oglethorpe County | \$1382 reduction to \$3,763 |

Thank goodness for SPLOST in Athens and the Friends in all of our counties. This will be a very difficult year and we will appreciate every donation from the community and from other sources. The greatest reduction will be in the Regionwide materials portion of the grant which we use to purchase Galileo access for all computers, additional databases, software to monitor computers throughout the system, firewalls, network security software, and other shared packages.

**STATE OF GEORGIA
OFFICE OF THE GOVERNOR**

Sonny Perdue
GOVERNOR

For Immediate Release
of Communications, (404) 651-7774
Friday, July 10, 2009

Contact: Office

Governor Perdue Announces June Revenue Figures

ATLANTA - Governor Sonny Perdue announced today that net revenue collections for the month of June 2009 (FY09) totaled \$1,364,350,000 compared to \$1,618,879,000 for June 2008 (FY08), a decrease of \$254,529,000 or 15.7 percent.

The percentage decrease year-to-date for FY09 compared to FY08 is 10.5 percent.

From the State Library:

Directors, good afternoon. We have received the following message from Chancellor Davis regarding the FY2010 and FY2011 budgets:

"We have had a number of conversations over the past week with executive branch budget officials, legislative branch budget officials, and legislative leaders. We are hearing a consistent message:

- The June revenue report will not indicate a stabilization in state revenue collections.
- We should expect an FY2010 budget reduction of more than the 3% already anticipated---5% to 6% is the frequently cited range.
- We will again be required to submit budget reduction plans as part of the budget request process.

Therefore, for planning purposes at this time, your institution should be preparing a 6% budget reduction plan for FY2010, reductions that would carry over into FY2011."

The senior leadership at GPLS is beginning to examine our budgets to determine how this latest required reduction will be handled. As soon as we have additional information, we will share it with you.

Until we know where the mandated reductions will be taken, we cannot plan effectively. We may be asked to once again absorb the reductions in the materials grant. We may be required to take the reductions in the Systems Services Grant program which will impact our courier program, outreach, summer reading for next summer. Or we may be told to put all staff on furlough for a part of the day. I have frozen as many positions as viable, directed that we will order only essential supplies, and asked that staff be reasonable in their expectations. If the budget reductions impact the Personnel Grant or the System Services Grant, we will need to convene a meeting to determine exactly how to reduce expenditures. Furloughs or lay-offs may be indicated.

Much of the last quarter was spent helping our library boards define and refine the message we wanted our funding agencies to hear. Board members and I met with many local agencies to discuss how the library is responding to the economic crisis by providing computers, broadband access, instruction in use of computers, reading programs, afterschool assistance for children and a myriad of other services—true grassroots economic development! People are coming to the library for all sorts of services and this seems to have resonated with commissioners. In fact, Athens-Clarke County Commissioner Kathy Hoard quotes library statistics regularly and has been amazed by the use of our computers. We are beginning to replace the computers funded by the ACC budget now.

In the meantime, we must continue to provide the services our patrons expect. This quarter has been quite busy as the system prepared for the Summer Reading Club and the many busy and fun activities that go along with it. The planning has paid off with large crowds and children who not only are reading books, but enjoying the library.

The preparations for the FINRA grant continue. We have hired Teri Hanna who has taught financial education programs in the past. This grant covers Teri's salary, travel to GED program sites, and instruction to students. Teri and Trudi Green are working with the Athens-Clarke Literacy Council to develop a scholarship program for those who take our classes and are ready to take the GED exam. In addition, we are

forming an advisory committee to work with us to provide visibility and guidance as we seek to expand this program. That committee will meet on August 4.

My term as chairman of RPLAC will end this month. The budget consumed most of our work this year, and a brochure of the accomplishments and the goals is attached. As a result of the budget declines, we are considering formation of a 'super district' library system including the Piedmont Library, Uncle Remus, Hart County and Elbert County to share some services. We will be working with Carl Vinson Institute of Government to determine the best possible services to merge. This is the result of an effort to streamline some services and to avoid duplication. Some limited federal funds may be available once we have the project better defined. Each member system will retain its local services and will concentrate on those activities that every library must provide using state funds.

The Athens Regional Library System has been officially notified that bonds for the Athens project will be scheduled for sale in early Fall 2009. The SPLOST project managers have been discussing requirements for the project with the state library construction office and the county. A new contract with David Moore will be executed at the August meeting of the Commissioners and then we will be ready to finalize the design and start work on the bid documents. I have attended several "green" or LEED building programs and will be emphasizing that while there may be a higher initial cost, the long-term operational costs will be our greatest concern. Replacing our heating and air conditioning system in the existing building and upgrading the lighting will be major issues that must be addressed. Once the contract is approved and signed, we will need to have several meetings with the architects to finalize all decisions.

In other construction news, we continue to work with the Madison County and Royston projects. Deadlines for other construction projects loom. Building programs for Royston and Danielsville were due on June 1; these were completed, approved by the local library boards, and submitted to GPLS by the due date. We are now working on the site applications due by mid-August, financial assurances due in September, and structural studies due in October. We have issued the Request for Qualifications for Architectural Services with 4 full responses to each project and will be hiring architects for both projects by early September.

We are also moving towards hiring a new Oconee County Librarian responsible for the two Oconee branches. Applications have closed and the Oconee Board will be moving towards selecting candidates for interview next week. Jackie Elsner, our system-wide children's librarian, has been acting as interim librarian. Clare Auwarter who plans to retire in March has moved back to Athens to focus on development for the next few months. We are working on several major grants and partnerships and she will focus her attention on these projects.

I attended a Fundraising Workshop last Friday. It was interesting and reinforced much of what I'd learned before. The way to raise money is by identifying those people in the community who have money, build a strong statement of need, and then ask them

directly. Several libraries have what they call the Annual Fund which uses both direct mail to library card holders and personalized appeals. The keys to making the Annual Fund a success include:

- Cull the database for duplicates and inaccuracies
- Develop a one page compelling letter signed by the Chairman
- Include a response card
- Use first class postage
- Hand address envelopes
- Individualize solicitations for the top donors and prospects

While in Chicago for the Fundraising Workshop, I also visited the exhibits on display at the American Library Association meetings. This year, the emphasis is on handling materials and RFID systems. I have asked that the vendors send me their case studies on the "return on investment" for such systems. At our budget hearing, Commissioner Ed Robinson expressed interest in such a system. I believe that this might be a good capital project for an upcoming SPLOST and would enable us to continue to purchase library books with SPLOST funds. An estimate for the system, which includes such things as self-check out units, gates, inventory control, check-in materials handling unit and sorter, and a unit to manage debit/credit/cash payments would be in the range of \$350,000 plus the cost of tags that would be added to each book. This could enable us to eliminate the equivalent of two full-time clerical positions and change the dynamic at the front door which we need.

I have spoken at length with the state library about the economic stimulus bill. As of now, GPLS plans to focus only on broadband access in rural areas. Athens may or may not qualify, but the rest of the region definitely would meet the definitions. The original plan was to go to areas where there was a major state university and link the library to the universities via a fiber optic cable system. This would improve access in Athens significantly. However, now the concern is that this may not be the solution that is fundable. One of the major issues is that we need far more access for various computer applications than we can handle now; it may be that we move the center of our broadband program to another more rural county. I plan to pursue one other aspect of economic stimulus funding focusing on building upgrades with the hope that we could improve some in the region. Rep. Paul Broun is hosting a grant program at the Georgia Center in late July featuring representatives from agencies that offer grants. Clare Auwarter and I plan to attend!

The library staff is doing excellent work this busy summer. As you know, we continue to see growth in all types of use which puts stress on everyone to get the books in and shelved and checked out again. A staff committee is planning Staff Development Day which will be October 22. We will feature a futurist from Oglethorpe University and have invited Rep. Bob Smith to talk for 10 minutes about his view of libraries of the future. Following these two presentations, the staff will attend programs they have identified as important learning opportunities. And of course, we will have food and prizes! SDD Team Leaders this year are Karen Douglas, Natalie Wright, and Clare Auwarter.

FY2009
Athens Regional Library
July 1, 2008 through March 31, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|---------------------------|--------------------------|----------------------------|-----------------------|---------------------------------|
| <i>Franklin County:</i> | | | | |
| Outreach | 15,000.00 | 11,250.00 | 3,750.00 | 75.00% |
| Personnel | 73,265.00 | 54,894.17 | 18,370.83 | 74.93% |
| Operating Expenses | <u>7,775.00</u> | <u>3,665.92</u> | <u>4,109.08</u> | <u>47.15%</u> |
| Totals | <u>96,040.00</u> | <u>69,810.09</u> | <u>26,229.91</u> | <u>72.69%</u> |
| <i>Madison County:</i> | | | | |
| Outreach | 14,900.00 | 11,175.00 | 3,725.00 | 75.00% |
| Personnel | 136,881.00 | 102,425.32 | 34,455.68 | 74.83% |
| Operating Expenses | <u>32,234.00</u> | <u>21,107.50</u> | <u>11,126.50</u> | <u>65.48%</u> |
| Totals | <u>184,015.00</u> | <u>134,707.82</u> | <u>49,307.18</u> | <u>73.20%</u> |
| <i>Oconee County:</i> | | | | |
| Outreach | 23,000.00 | 17,250.00 | 5,750.00 | 75.00% |
| Personnel | 408,302.00 | 289,103.67 | 119,198.33 | 70.81% |
| Operating Expenses | <u>46,213.00</u> | <u>26,759.47</u> | <u>19,453.53</u> | <u>57.90%</u> |
| Totals | <u>477,515.00</u> | <u>333,113.14</u> | <u>144,401.86</u> | <u>69.76%</u> |
| <i>Oglethorpe County:</i> | | | | |
| Outreach | 10,500.00 | 7,875.00 | 2,625.00 | 75.00% |
| Personnel | 67,422.55 | 47,196.71 | 20,225.84 | 70.00% |
| Operating Expenses | <u>9,761.00</u> | <u>5,744.47</u> | <u>4,016.53</u> | <u>58.85%</u> |
| Totals | <u>87,683.55</u> | <u>60,816.18</u> | <u>26,867.37</u> | <u>69.36%</u> |
| GRAND TOTALS | <u>3,796,663.60</u> | <u>2,798,537.93</u> | <u>998,125.67</u> | <u>73.71%</u> |

FY2009
Athens Regional Library
July 1, 2008 through March 31, 2009

| Revenue: | Budget Amount | Amount Received | Balance | % of Budget Received |
|---------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| <u>Regional:</u> | | | | |
| Outreach | 107,400.00 | 80,550.00 | 26,850.00 | 75.00% |
| Interest | 4,000.00 | 2,942.32 | 1,057.68 | 73.56% |
| Personnel | 661,255.57 | 495,941.68 | 165,313.89 | 75.00% |
| Materials* | 75,739.78 | 53,401.80 | 22,337.98 | 70.51% |
| System Services Grant | 141,019.48 | 105,764.61 | 35,254.87 | 75.00% |
| Special Needs Learning Center** | 127,912.22 | 80,320.82 | 47,591.40 | 62.79% |
| Totals | <u>1,117,327.05</u> | <u>818,921.23</u> | <u>298,405.82</u> | <u>73.29%</u> |

*Includes a \$48,975.00 Budget Reduction

** Includes \$17,000.00 Budget Reduction

| | | | | |
|------------------------------|---------------------|---------------------|-------------------|---------------|
| <u>Athens-Clarke County:</u> | | | | |
| Board of Commissioners | 1,643,352.00 | 1,232,514.00 | 410,838.00 | 75.00% |
| City of Winterville | 13,000.00 | 9,000.00 | 4,000.00 | 69.23% |
| Fines and Fees | 88,075.00 | 84,512.48 | 3,562.52 | 95.96% |
| Outside Revenues | 83,656.00 | 56,083.30 | 27,572.70 | 67.04% |
| Interest | 6,000.00 | 3,756.12 | 2,243.88 | 62.60% |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

| | | | | |
|-----------------------------------|------------------|------------------|------------------|---------------|
| <u>Franklin County:</u> | | | | |
| Board of Commissioners | 30,000.00 | 22,500.00 | 7,500.00 | 75.00% |
| Board of Education | 30,000.00 | 30,000.00 | - | 100.00% |
| Cities of Lavonia, Royston, Canon | - | - | - | |
| Carnesville & Franklin Springs | 28,950.00 | 22,725.00 | 6,225.00 | 78.50% |
| Transfer from Reserve | 1,090.00 | | 1,090.00 | |
| Fines and Fees | 6,000.00 | 7,457.43 | (1,457.43) | 124.29% |
| Totals | <u>96,040.00</u> | <u>82,682.43</u> | <u>13,357.57</u> | <u>86.09%</u> |

| | | | | |
|-------------------------------|-------------------|-------------------|------------------|---------------|
| <u>Madison County:</u> | | | | |
| Board of Commissioners | 173,015.00 | 129,761.28 | 43,253.72 | 75.00% |
| Fines, Fees and Copy Machines | 11,000.00 | 10,651.18 | 348.82 | 96.83% |
| Totals | <u>184,015.00</u> | <u>140,412.46</u> | <u>43,602.54</u> | <u>76.30%</u> |

Athens Regional Library
FY2009
July 1, 2008 through March 31, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|-------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| <i>Regional:</i> | | | | |
| Wages/Benefits Courier | 7,878.81 | 7,083.59 | 795.22 | 89.91% |
| Vehicle Operating & Repairs | 9,810.00 | 4,058.86 | 5,751.14 | 41.37% |
| Summer Reading Club | 4,000.00 | 1,233.62 | 2,766.38 | 30.84% |
| Staff Development Day | 1,500.00 | 1,341.81 | 158.19 | 89.45% |
| Debt Collection Service | 15,000.00 | 7,358.79 | 7,641.21 | 49.06% |
| Workers Compensation | 12,000.00 | 12,000.00 | - | 100.00% |
| Professional Fees* | - | 604.00 | (604.00) | |
| Postage | 7,000.00 | 5,163.00 | 1,837.00 | 73.76% |
| Travel | 8,807.19 | 4,184.54 | 4,622.65 | 47.51% |
| Printing and Publicity | 2,000.00 | 660.26 | 1,339.74 | 33.01% |
| Dues/Registration | 2,000.00 | 1,901.00 | 99.00 | 95.05% |
| Computer Maintenance | 2,420.00 | 413.82 | 2,006.18 | 17.10% |
| Insurance | 17,142.00 | 11,165.00 | 5,977.00 | 65.13% |
| Supplies | 21,842.00 | 21,627.60 | 214.40 | 99.02% |
| Personnel | 661,255.57 | 495,941.68 | 165,313.89 | 75.00% |
| Materials | 75,739.78 | 53,401.80 | 22,337.98 | 70.51% |
| System Services Grant | 141,019.48 | 105,764.61 | 35,254.87 | 75.00% |
| Special Needs Learning Center | 127,912.22 | 80,320.82 | 47,591.40 | 62.79% |
| Totals | <u>1,117,327.05</u> | <u>814,224.80</u> | <u>303,102.25</u> | <u>72.87%</u> |

*Drug Free Workplace Fees to be offset by Insurance Discount

| | | | | |
|------------------------------|---------------------|---------------------|-------------------|---------------|
| <i>Athens-Clarke County:</i> | | | | |
| Outreach | 44,000.00 | 33,000.00 | 11,000.00 | 75.00% |
| Personnel | 1,563,187.00 | 1,170,030.37 | 393,156.63 | 74.85% |
| Operating Expenses | <u>226,896.00</u> | <u>182,835.53</u> | <u>44,060.47</u> | <u>80.58%</u> |
| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

Athens Regional Library
FY2009
July 1, 2008 through March 31, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|-------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| <i>Regional:</i> | | | | |
| Wages/Benefits Courier | 7,878.81 | 7,083.59 | 795.22 | 89.91% |
| Vehicle Operating & Repairs | 9,810.00 | 4,058.86 | 5,751.14 | 41.37% |
| Summer Reading Club | 4,000.00 | 1,233.62 | 2,766.38 | 30.84% |
| Staff Development Day | 1,500.00 | 1,341.81 | 158.19 | 89.45% |
| Debt Collection Service | 15,000.00 | 7,358.79 | 7,641.21 | 49.06% |
| Workers Compensation | 12,000.00 | 12,000.00 | - | 100.00% |
| Professional Fees* | - | 604.00 | (604.00) | |
| Postage | 7,000.00 | 5,163.00 | 1,837.00 | 73.76% |
| Travel | 8,807.19 | 4,184.54 | 4,622.65 | 47.51% |
| Printing and Publicity | 2,000.00 | 660.26 | 1,339.74 | 33.01% |
| Dues/Registration | 2,000.00 | 1,901.00 | 99.00 | 95.05% |
| Computer Maintenance | 2,420.00 | 413.82 | 2,006.18 | 17.10% |
| Insurance | 17,142.00 | 11,165.00 | 5,977.00 | 65.13% |
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*Drug Free Workplace Fees to be offset by Insurance Discount

| | | | | |
|------------------------------|---------------------|---------------------|-------------------|---------------|
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| Personnel | 1,563,187.00 | 1,170,030.37 | 393,156.63 | 74.85% |
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| Totals | <u>1,834,083.00</u> | <u>1,385,865.90</u> | <u>448,217.10</u> | <u>75.56%</u> |

ATHENS-CLARKE COUNTY LIBRARY BOARD
Minutes, July 14, 2009 Meeting

Meeting was called to order at 4:00 PM by Chairman Ms. Bogue. Those present were: Mr. Bentley, Ms. Dunn, Mr. Hopper, Mr. Patten, Mr. Prokasy, Ms. Reynolds, Ms. Lane, Mr. Caldwell, Mr. Timmons, Ms. Williams, Mr. Flick, Mr. Gaither, Ms. Kohl, Mr. Kauderer and Mr. Eberhard. Mr. Caldwell was absent. Staff members present were, Ms. Simonds, Mrs. Ames and Mr. Katzman, who recorded the minutes.

The minutes of April 14, 2009 meeting were unanimously approved as corrected and the agenda adopted.

The Financial Report was presented for information purposes by Ms. Simonds. She said that we have completed the fiscal year 2009. Winterville had an extra \$5000. Fines and fees are \$80770.79, approximately \$10,000 over budgeted revenues. GHI (Georgia Health Care) savings are \$37,451. This was due to the state reduction in employer's share – a temporary reduction. Mrs. Ames said that GHI lowered employees share, and we were able to purchase supplies. Ms. Simonds said electric and gas costs have increased. Passport revenue is up. She said the Library store net profit was \$12,788. Mr. Kauderer asked how the Library Store was classified in accounting terms. Ms. Simonds responded that it is considered an Enterprise Fund, meaning that it is allowed to make a profit and carry over budget surplus/deficits unlike government funds, and that it is run by volunteers. Gifts are down, she reported, with a balance of \$12,256.12. Ms. Simonds read through the grants we've gotten, totaling \$238,815.18. Ms. Ames said that we have a "dire year ahead." We may have to draw on different resources, i.e. the Library Store and Passport Revenues.

Endowment Board

Mr. Terry Trotochaud, Chairmen of the Endowment Board, spoke on their current initiative. The goal is to raise \$300,000, he said. They are in a silent phase now. He asked the current Board members, as well as former Board members, to all consider donating. When we go to the county we want to be able to say that each of us has donated, he said. He reported that students from UGA will be working with us to develop a fundraising event.

Board Development

Mrs. Ames addressed the list of policy issues in the handout from the Trustee's Manual. She said the Board needs to review these policies from time to time; that improving policies is a function of the Board. It's also online, she said. Mrs. Ames then brought up the policy on proctoring, which we do a lot of. It mostly involves monitoring tests which lead to the renewing of certificates, distance education classes etc. Should we charge for this? she asked. And, if so, how much? There was discussion. There was a motion to charge a fee for the proctoring of an exam by Mr. Prokasy and seconded by Mr. Eberhard. Ms.

Williams and Mrs. Dunn voted no. There was a motion by Mr. Flick to change the amount to \$10 per exam, seconded by Mr. Hopper. There was more discussion. Mr. Timmons made a substitute motion to set the fee at \$5, seconded by Mr. Gaither. The motion passed. Ms. Kohl, Mr. Flick, Mr. Eberhard, Mr. Hopper, Ms. Williams and Ms. Dunn voted no. Mrs. Ames said that she would present information at the October meeting about the length of the exam times, numbers and fees generated.

The other policy issue Mrs. Ames brought up was COGS, who would like to sell materials at meetings, since they have been developed for libraries. And without a 30% fee commission. This would hold true for artists. COGS does donate money for materials sometimes, she said, and a decision needs to be made. Mr. Eberhard mentioned that Café au Libris was an exception, in that materials were on sale there. Some artists appear gratis and would like to sell their material. Discussion followed. It was decided that this issue would be taken up with the Policy Committee for the next meeting.

Committee Reports followed

1. Friends of Library – Mr. Hopper reported on the Summer Friends Book sale, which made nearly \$5000.

2. Winterville – Ms. Reynolds reported an increase in general attendance, 2,429 this past month, but a decrease in Summer Reading attendance. On July 25 they are sponsoring 5 local authors for a reading. The Friends held a book sale. She also said that there is no talk about the library relocating to an old school building in Winterville, which is in very bad shape. She reported that Dottie Seabreeze had written her first Young Adult book, "Beyond the Woods".

Director's Report

Mrs. Ames spoke of the customer user survey that was done at all of the branches, and the unanimous call for "more staff, more books, more hours". She mentioned the statistics sheet, with increases across the board, and emphasized the increase in computer use. She said that the budget continues to be bad news. The State is still figuring out how much more reduction there will be. We've gone from 60 cents to 25 cents per capita. We're waiting on the State Library. Mrs. Ames said that the Problem Behavior Manual is nearly ready and will be posted online so that everyone will have a basis for acting on various situations that may arise. She said that we are working with Lyndon House on an e-learning program which targets baby boomers. The program also partners with the State Library. She announced a Harry Potter exhibit to coincide with another film in the series next year. She said that we have Rita Dove coming for Café au Libris in October. She asked if there were any questions. Mr. Prokasy

asked about SPLOST. Mrs. Ames said that we have it for two more years. Ms. Dunn asked what we spend on materials. Mrs. Ames said \$130,000 per year.

Unfinished Business

After discussion, the final FY2010 ACC budget was approved. The motion was by Mr. Prokasy and seconded by Mr. Kauderer. After discussion, the ACC contract was approved, by a motion from Mr. Prokasy and a second from Mr. Hopper.

New Business

Mrs. Ames reported that the State Library Building Fund has been approved and bonds will be sold in the fall. Clarke County will work with architects to finalize the contract. She said that we may need a called meeting about construction. She emphasized that we want high-efficiency lighting for this building and she hoped that there will be stimulus money to help with that. And that we need funds to retrofit all of our buildings with high-efficiency lighting. Addressing grants, Mrs. Ames said that she and Clare Auwarter are going to attend a meeting on July 30 about federal projects, with an emphasis on rural libraries.

Correspondence

Mrs. Ames read a note from a former employee of the library who sent in a check. She said that people want to help after reading that we have lost a large portion of our book funding. To this end we will be opening up an Amazon wish list.

Other Business

Mrs. Ames said that Mr. Kauderer and Mr. Flick visited Pinewoods to see the operation there. She said that both Pinewoods and Winterville should have two people on staff when it gets dark, so she is looking into adequate staffing. Two years ago there was an armed robbery in Bogart. She said that they are never alone at East Athens or Lay Park and have an emergency buzzer.

The next meeting is Oct. 13, at 4 PM.

The meeting was adjourned at 5:17 PM.

ATHENS CLARKE COUNTY LIBRARY

AGENDA

July 14, 2009

Call to order.

Review and approve minutes of April 14, 2009 meeting.

Public Comment. [5 minute limit]

Adopt Agenda.

Financial Report.

Endowment Board—Terry Trotochaud, Chairman

Board Development—Policy Issues. [see handout on Board Policy Responsibility]

Policy: Discuss charging Fees for Proctoring Exams

Policy: Discuss Commission for Sales of books, CDs, and other materials

Committee Reports.

Friends of the Library

Winterville Library

Director's Report.

Unfinished Business.

Approve Final 2010 ACC Budget

Approve ACC Contract

New Business.

Building Status

Grants

Correspondence.

Other Business.

Adjourn.

Announcements:

Next Meeting: October 13, 2009 at 4:00 PM

Library Staff Development Day: October 22

Athens-Clarke County Library

Proctoring Service Policy

The Athens-Clarke County Library values the concept of lifelong learning. To support these goals, students may request exam proctoring at the Library. Exam proctoring is subject to the availability of authorized staff and will be undertaken provided the conditions set by the examining institution can be met without undue disruption of the library's normal functions.

PROCTORING FEES:

- \$ per exam.
- \$1.00 per page if faxing is required.
- \$0.10 per page if printing is required.
- All fees are payable prior to taking an exam.

PROCTORING GUIDELINES:

- All exams must be sent to the library.
- An appointment must be made for each exam.
- Students are responsible for ensuring that all exam requirements are met and that any tests have been received by the library before the exam is taken.
- The Library will not proctor any exam which requires the proctor to sit with the student during the exam.
- No costs such as postage or copying are to be incurred by the Library.
- Exams must occur during the Library's regular hours of operation and be completed 15 minutes before the Library closes.
- The Library will not be responsible for the delayed arrival of tests from the examining institution, nor for any completed tests once they leave the Library's possession and have been sent back to the examining institution.

The Library requests that participating institutions and/or students provide the following:

1. Name of the educational institution.
2. Name of the student.
3. Instructions to the proctor for administering the exam.
4. Expiration date.
5. Return envelope with postage affixed.

07/10/09 DRAFT MFS

Athens-Clarke County Library

FY2009

July 1, 2008 through June 30, 2009

| | <u>Budget</u> <u>Amount</u> | <u>Amount</u> <u>Received</u> | <u>Balance</u> | <u>% of Budget</u> <u>Received</u> |
|---------------------------------|--------------------------------|----------------------------------|------------------|---------------------------------------|
| Revenue: | | | | |
| Athens-Clarke County Commission | 1,643,352.00 | 1,643,352.00 | - | 100.00% |
| City of Winterville | 13,000.00 | 18,000.00 | (5,000.00) | 138.46% |
| ACCL Fines and Fees | 70,000.00 | 74,248.97 | (4,248.97) | 106.07% |
| ACCL Copy Money | 15,000.00 | 24,611.91 | (9,611.91) | 164.08% |
| ACCL Meeting Room | 1,950.00 | 2,150.00 | (200.00) | 110.26% |
| Outside Revenues | 83,656.00 | 15,061.35 | 68,594.65 | 18.00% |
| Winterville Fines | 1,000.00 | 1,672.99 | (672.99) | 167.30% |
| Winterville Copy | 125.00 | 363.31 | (238.31) | 290.65% |
| Interest | 6,000.00 | 5,948.62 | 51.38 | 99.14% |
| Totals | <u>1,834,083.00</u> | <u>1,785,409.15</u> | <u>48,673.85</u> | <u>97.35%</u> |

| | <u>Budget</u> <u>Amount</u> | <u>Amount</u> <u>Expended</u> | <u>Balance</u> | <u>% of Budget</u> <u>Expended</u> |
|-----------------------------|--------------------------------|----------------------------------|------------------|---------------------------------------|
| Expenditures: | | | | |
| Outreach | 44,000.00 | 44,000.00 | - | 100.00% |
| Wages/Benefits | 1,525,735.89 | 1,517,873.01 | 7,862.88 | 99.48% |
| Workers Compensation | 6,500.00 | 6,500.00 | - | 100.00% |
| Equipment Repair and Maint. | 8,000.00 | 8,000.00 | - | 100.00% |
| Telephone | 14,000.00 | 12,210.09 | 1,789.91 | 87.21% |
| Postage | 6,825.00 | 6,725.64 | 99.36 | 98.54% |
| Travel | 2,500.00 | 111.87 | 2,388.13 | 4.47% |
| Advertising | 7,000.00 | 4,140.65 | 2,859.35 | 59.15% |
| Insurance | 5,000.00 | 5,018.28 | (18.28) | 100.37% |
| Supplies | 29,171.00 | 29,171.00 | - | 100.00% |
| Materials | 15,000.00 | 15,000.00 | - | 100.00% |
| Printing and Publicity | 3,700.00 | 2,643.13 | 1,056.87 | 71.44% |
| Equipment Purchase | 5,000.00 | 5,000.00 | - | 100.00% |
| Dues/Registration | 1,500.00 | 1,220.00 | 280.00 | 81.33% |
| Cleaning Service | 11,000.00 | 9,625.00 | 1,375.00 | 87.50% |
| Electricity | 90,000.00 | 92,287.37 | (2,287.37) | 102.54% |
| Storm Water Drainage | 2,200.00 | 1,986.21 | 213.79 | 90.28% |
| Gas Heat | 12,000.00 | 16,771.34 | (4,771.34) | 139.76% |
| Water, Sewer, Garbage | 7,500.00 | 7,125.56 | 374.44 | 95.01% |
| Totals | <u>1,796,631.89</u> | <u>1,785,409.15</u> | <u>11,222.74</u> | <u>99.38%</u> |

Revenue over (under) expenditures

37,451.11

-

Athens-Clarke Co. GHI savings FY09 (July 1, 2008 - June 30, 2009)

Savings amount

37,451.11

Expended

37,901.22

Remaining (goes into reserve funds)

(450.11)

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|-------------------------------------|--------------------------|----------------------------|------------------|---------------------------------|
| State and Federal Grants: | | | - | |
| Personnel | 661,255.57 | 661,255.57 | - | 100.00% |
| Materials | 87,193.97 | 87,193.97 | - | 100.00% |
| System Services Grant | 141,019.48 | 141,019.48 | - | 100.00% |
| Special Needs Learning Center | 127,912.22 | 127,912.22 | - | 100.00% |
| | <u>1,017,381.24</u> | <u>1,017,381.24</u> | <u>-</u> | <u>100.00%</u> |
| | | | - | |
| | | | - | |
| SPLOST: | <u>130,000.00</u> | <u>88,751.29</u> | <u>41,248.71</u> | <u>68.27%</u> |
| | | | - | |
| Total State Grants & SPLOST | <u>1,147,381.24</u> | <u>1,106,132.53</u> | <u>41,248.71</u> | <u>96.40%</u> |
| Fund Equity ("Reserve") | | | | |
| Fund Equity ("Reserve") at 07/01/08 | 281,179.32 | | | |
| Less Reserved/ Identified Funds: | | | | |
| Vacation Liability | (142,136.77) | | | |
| One Months Operating Expense | (152,840.25) | | | |
| | <u>(13,797.70)</u> | | | |

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2009

Revenues

07/01/08 -6/30/09

Total Revenues 47,132.50

Expenditures

Verizon Pagers 27.14

Supplies 492.53

Postage through 06/30/2009 872.25

Total Expenditures 1,391.92

Net Profit Current Year 45,740.58

Balance in Passport Account 182,487.64

Library Store Revenue and Expense Statement FY2009

Revenues

07/01/08 -6/30/09

| | |
|-----------------------|------------------|
| Sales | 19,589.12 |
| Interest Revenue | <u>2,341.57</u> |
| Total Revenues | <u>21,930.69</u> |

Expenditures

| | |
|-----------------------------|-----------------|
| Supplies | 260.99 |
| Volunteer Promotions | 499.32 |
| Equipment | - |
| Dues and Registrations | 185.00 |
| Travel | 706.20 |
| Sales Tax | 1,535.15 |
| Bank Fees | 432.78 |
| Library Store Cost of Goods | <u>5,523.56</u> |
| Total Expenditures | <u>9,143.00</u> |

Net Profit Current Year 12,787.69

Balance in Library Store Account 149,341.78

Athens Gift Account FY2009

Revenues

07/01/08 -6/30/09

| | |
|-----------------------|-----------------|
| Donations | <u>5,685.44</u> |
| Total Revenues | <u>5,685.44</u> |

Expenditures

| | |
|---------------------------|-----------------|
| Materials | 2,601.31 |
| Total Expenditures | <u>2,601.31</u> |

Revenues over (under) expenditures 3,084.13

Balance in Gift Account 12,256.21

**INDEPENDENT AGENCY CONTRACTUAL AGREEMENT FOR FUNDING
FROM THE UNIFIED GOVERNMENT OF ATHENS-CLARKE COUNTY
JULY 1, 2009 THROUGH JUNE 30, 2010**

FOR AND IN CONSIDERATION of the mutual benefits received, the **Unified Government of Athens-Clarke County, Georgia** (hereinafter called the "**Unified Government**") and the **Athens-Clarke County Library** hereby enter into a contractual agreement as follows:

I. SERVICES TO BE PROVIDED BY ATHENS-CLARKE COUNTY LIBRARY:

- A. Base services: Serve as a resource center to the community by: providing library materials which satisfy informational needs; promoting the creative use of leisure time; providing access to the Internet System; providing programs in the Learning Center, the Youth Services area, the Heritage Room, the Talking Book Center, and the Adult Services Office; providing new materials to library users; and increasing the number of Library users and circulation of materials.

By signing this contract, the Athens-Clarke County Unified Government and the Athens-Clarke County Library agree that the Base Services provision provided for under this contract is the only part subject to Rule 160-6-2-01 of the Requirements for Public Library State Aid Grant Funds.

- B. Supplemental services: Funding for FY10 includes \$24,624 for staff salary/benefits and \$8,243 to fund replacement of computers.

By signing this contract, the Athens-Clarke County Unified Government and the Athens-Clarke County Library agree that the Supplemental Services provision of this contract falls outside of Rule 160-6-2-01 of The Requirements for Public Library State Aid Grant Funds.

II. PAYMENT OF FUNDS FROM THE UNIFIED GOVERNMENT:

- A. Base Payment: One million, six hundred fifty-one thousand five hundred ninety-five dollars (\$1,651,595).
- B. Supplemental Services Payment: Twenty-four thousand six hundred and twenty-four dollars (\$24,624) for staff salary/benefits.
- C. Method of Payment: Payments will be made in monthly installments, beginning in July, 2009 for base and supplemental services described in Article I and II.

II. FINANCIAL MANAGEMENT:

- A. The **Athens-Clarke County Library** shall keep accurate records in accordance with generally accepted accounting principles.
- B. The **Athens-Clarke County Library** shall use such funds only for the authorized purpose(s) for which the **Unified Government** awarded such funds. The **Athens-Clarke County Library** shall maintain separate accounting for **Unified Government** funds so as to accurately reflect the source and uses of funds, revenues, expenditures, and a determination of the fund balance and balance of unencumbered/unexpended funds held at any and all times.
- C. The **Athens-Clarke County Library** shall have a defined fiscal year budget that reflects revisions, revenues, expenditures, and balance of unencumbered/unexpended funds held at all times.
- D. The **Athens-Clarke County Library** agrees to expend all **Unified Government** funds during FY10 but no later than July 31, 2010, and to report all unexpended **Unified Government** funds to the Athens-Clarke County Finance Department no later than August 31, 2010.
- E. The **Athens-Clarke County Library** shall have an agreed upon procedures review performed of all agency funds by a Certified Public Accountant or a state/federal government agency in compliance with generally accepted auditing standards. The cost of this review shall be paid by the **Athens-Clarke County Library**. A copy of this review shall be sent to the Athens-Clarke County Finance Department.
- F. Prior to the disbursement of funds to the **Athens-Clarke County Library**, the agency shall provide a statement from the Chairman of the Board of Directors and the agency's Insurer confirming that all employees handling funds received or disbursed under this contract are covered by Fidelity Insurance in an amount consistent with sound fiscal practice and with the coverage deemed necessary by the Unified Government. The Chairman's statement, and the Fidelity Bond statement, shall be attached hereto and by reference made a part of this contract.

IV. RIGHT TO EXAMINE RECORDS:

- A. Upon the request of the Unified Government's Finance Director, the **Athens-Clarke County Library** shall provide timely and appropriate access to an authorized agent of the **Unified Government** to review all accounting records and related documents to conduct audits and examine as appropriate during the year in which the service is provided, the closing out of business, and reserves the right to audit and examine up to three years

after the close out of FY10.

- B. The **Athens-Clarke County Library** shall retain all records pertinent to expenditures incurred under this contract for a period of three (3) years after the termination of all activities funded under this Agreement. Records for non-expendable property acquired with funds under this contract shall be retained for five (5) years after the **Athens-Clarke County Library** has received final payment. Notwithstanding the above, if there are litigation, claims, audits, negotiations or other actions that involve any of the records cited, and that have arisen or begun before the expiration of the three-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the three-year period, whichever is later.

V. PERFORMANCE MEASUREMENT:

- A. The **Unified Government** reserves the right to evaluate the performance of services and outcomes proposed and delivered at any time during and for one year after the contract service period.
- B. The **Athens-Clarke County Library** agrees that it will not discriminate against any employee, applicant, consumer or recipient of the **Athens-Clarke County Library's** services based on race, color, sex, sexual orientation, gender identity, religion, national origin, citizenship, age, disability, or pregnancy.
- C. The **Athens-Clarke County Library** is prohibited from directly engaging in, or using funds for, political, religious or lobbying activities, except for those activities related to public funding for public libraries in Georgia.
- D. The **Athens-Clarke County Library** will comply with all applicable laws, ordinances, and codes of local, state, and federal governments.

VI. INDEMNIFICATION AND HOLD HARMLESS PROVISION:

- A. The **Athens-Clarke County Library** agrees to indemnify the **Unified Government**, its assignees, officers, agents, and employees, and to hold each of them harmless against any and all claims, damages, losses, expenses, and liability resulting from, or relating to, any act or omission arising from the performance of this agreement.

VII. TERMINATION CLAUSE:

- A. The **Unified Government** may terminate this agreement for fault upon 30 days' notice to said **Athens-Clarke County Library**. It shall be the sole discretion of the **Unified Government** as to whether fault may be cured by the Athens-Clarke County Library.

VIII. METHOD OF AMENDMENT:

- A. This agreement may be amended/modified at any time prior to expiration of the original contract period by mutual consent of the governing bodies of the Parties hereto. Any modification hereto shall require 30 days' written notification and be signed by duly designated representatives of both Parties.

IX. OPEN MEETINGS AND PUBLIC RECORDS:

- A. The **Athens-Clarke County Library** shall comply with all applicable requirements of O.C.G.A. Sections 50-18-70 et seq., pertaining to the Inspection of Public Records.
- B. The **Athens-Clarke County Library** shall comply with all applicable agency requirements of O.C.G.A. Sections 50-14-1 et seq., pertaining to Open and Public Meetings and to all applicable agency requirements of the Code of Athens-Clarke County Section 1-6-1, concerning Procedures Governing Closed Meetings.

- X. The term of this agreement shall be from July 1, 2009 through June 30, 2010.
- XI. The parties agree that the validity and interpretation of all rights and all obligations here shall be governed and defined by the laws of the State of Georgia.

**ATHENS-CLARKE COUNTY
LIBRARY**

**UNIFIED GOVERNMENT OF
ATHENS-CLARKE COUNTY**

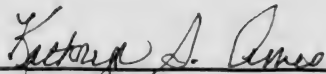


CHAIRMAN

**HEIDI DAVISON
MAYOR**

ATTEST:

ATTEST:



**SECRETARY
(CORPORATE SEAL)**

**(SEAL)
GLORIA J. SPRATLIN
CLERK OF COMMISSION**

ATTORNEY'S OFFICE AS TO FORM

Athens-Clarke County Proposed Budget FY2010

DRAFT 12/14/08 MFS

| Revenue: | FY2009 | FY2010 | |
|---------------------------------|---------------------|---------------------|------------------|
| | <u>Amount</u> | <u>Amount</u> | <u>Variance</u> |
| Athens-Clarke County Commission | 1,643,352.00 | 1,676,219.00 | 32,867.00 |
| City of Winterville | 13,000.00 | 13,000.00 | - |
| ACCL Fines | 70,000.00 | 70,000.00 | - |
| ACCL Copy Money | 15,000.00 | 15,000.00 | - |
| ACCL Meeting Room | 1,950.00 | 1,950.00 | - |
| Outside Revenues | 83,656.00 | 95,413.00 | 11,757.00 |
| Winterville Fines | 1,000.00 | 1,000.00 | - |
| Winterville Copy | 125.00 | 125.00 | - |
| Interest | 6,000.00 | 6,000.00 | - |
| Totals | <u>1,834,083.00</u> | <u>1,878,707.00</u> | <u>44,624.00</u> |

| Expenditures: | FY2009 | FY2010 | |
|-----------------------------|---------------------|---------------------|------------------|
| | <u>Amount</u> | <u>Amount</u> | |
| Outreach | 44,000.00 | 44,000.00 | - |
| Wages/Benefits* | 1,563,187.00 | 1,587,811.00 | 24,624.00 |
| Workers Compensation | 6,500.00 | 6,500.00 | - |
| Equipment Repair and Maint. | 8,000.00 | 8,000.00 | - |
| Telephone | 14,000.00 | 14,000.00 | - |
| Postage | 6,825.00 | 6,825.00 | - |
| Travel | 2,500.00 | 2,500.00 | - |
| Advertising | 7,000.00 | 7,000.00 | - |
| Insurance | 5,000.00 | 5,000.00 | - |
| Supplies | 29,171.00 | 29,171.00 | - |
| Materials | 15,000.00 | 15,000.00 | - |
| Printing and Publicity | 3,700.00 | 3,700.00 | - |
| Equipment Purchase** | 5,000.00 | 25,000.00 | 20,000.00 |
| Dues/Registration | 1,500.00 | 1,500.00 | - |
| Cleaning Service | 11,000.00 | 11,000.00 | - |
| Electricity | 90,000.00 | 90,000.00 | - |
| Storm Water Drainage | 2,200.00 | 2,200.00 | - |
| Gas Heat | 12,000.00 | 12,000.00 | - |
| Water, Sewer, Garbage | 7,500.00 | 7,500.00 | - |
| Totals | <u>1,834,083.00</u> | <u>1,878,707.00</u> | <u>44,624.00</u> |

Net Revenues over (under) Expenditures

-

-

* Includes a .40/hour increase for Full-time staff and a .20/hour increase for Part-time staff. Employers share of benefits increases from 35.47% to 35.93%. (TRS increase from 9.28% to 9.74%)

** Computer Replacement schedule in place with \$8,243 from ACCC, \$5,000 from regular operating budget and \$11,757 from Passport Revenues

Appendix I

List of Suggested Library Policies

Service Policies

Collection Development

- Scope of Collections
- Criteria for Selection
- Responsibility for Selection
- Gifts and Donations
- Evaluation, Weeding and Maintenance
- Access to Collections
- Intellectual Freedom
- Challenged Materials

Community Relations

- Public Information and Publicity
- Friends of the Library
- Partnerships and Cooperative Agreements
- Volunteers
- Suggestions and Complaints

Computer Access and Use

- Internet Safety Policy
- Printing Charges

Facilities Use

- Hours of Operation
- Accessibility
- Building Security
- Meeting Room Use

- Exhibits and Displays
- Bulletin Boards and Materials Distribution
- Patron Behavior
- Unattended Children
- Copiers and Other Equipment Use
- Emergencies and Disasters

Information or Reference Services

Materials Use and Circulation

- Borrower Eligibility
- Confidentiality of Patron Records
- Loan Periods and Renewals
- Requests for Items Unavailable
 - Holds on Items Owned
 - Requests for Purchase
 - PINES and Interlibrary loans
- Reserved Materials
- Overdue Fines
- Charges for Damaged and Lost Materials
- Reference and Special Collections

Services Offered

- Free
- Fee-based

Internal Policies

Board of Trustees Policies

- Authority
- Constitutions and Bylaws
- Appointments
- Roles and Job Descriptions
- Meetings
- Officers
- Risk Management
- Ethics

Finance

- Budget and Funding
- Financial Reports
- Purchasing
- Contracts and Bidding
- Investments
- Audits
- Bonding

Personnel

- Job Classifications and Descriptions
- Salary Schedule and Benefits
- Employee Recruitment, Selection, Appointment
- Equal Opportunity/Affirmative Action
- Working Conditions
- Chain of Command
- Evaluation, Discipline and Termination
- Separation
- Grievances
- Association Memberships, Workshops and Travel

Property

- Insurance
- Gifts
- Capital Assets
- Inventory
- Surplus Property



III. THE TRUSTEE'S JOB

Serving on the public library board of trustees means holding sacred the public trust. The community is depending on the board to ensure that the library is accessible to everyone, offers free and appropriate basic library services, plans for the future, and is fiscally responsible and accountable. The motivation for board service should be the desire to contribute to the development and continuation of an excellent program of public library service.

Trustees have five major areas of responsibility:

- **Finance**
- **Policy**
- **Planning**
- **Personnel**
- **Advocacy**

Because the governing board of the library system has final authority and responsibility for all public library operations, it is imperative that trustees become as knowledgeable as possible about relevant laws and regulations as well as best practices. *A well-informed board of trustees that consistently applies library policy in good faith can significantly lessen liability in the case of a lawsuit or other challenge.* It is also wise to have adequate insurance coverage for directors and officers or errors and omissions.

A sample job description for a governing trustee may be found in Appendix G. Although the trustee's job will vary slightly depending on the local situation, all public library trustees in Georgia are responsible for the following five important areas of library governance.

FINANCE

Perhaps the most important responsibility of public library trustees is securing adequate funds for library service. This requires that the trustees understand and present the library's case for funding each year to those who contribute support. Because trustees represent the beneficiaries of library service, it is the job of the board, not the library director, to present the library's budget request to the funding agencies.

Library board members must exercise fiscal oversight as guardians of the public trust. The library director manages financial affairs, but the board should expect regular reporting, including an annual audit, and should review financial reports carefully.

Planning the Budget

In most library systems, the director prepares a budget for board approval. There may be a Finance Committee of the board that works closely with the director to plan the annual budget and

Do you know how to read a financial statement? It should include not only revenue and expenses for the period, but a balance sheet to give you the full financial picture.

determine the budget request to each funding agency. Information about the previous year's budget, the expenditures to date for the current fiscal year, and plans and goals for the upcoming year will help in

developing a sound financial plan.

For state reporting purposes, public libraries in Georgia operate on a July 1 to June 30 fiscal year, as does the state government, but the library should present the request to each funding authority based on the fiscal year used by that agency.

Monitoring the Budget

Board members should regularly review current-year financial statements. If expenditures are significantly out of line with budget plans, it may indicate that a budget revision is needed. The board should also examine total assets and liabilities (shown on a balance sheet) to be sure the library is operating on a sound financial base and that all funds are accounted for. Appendix H includes a sample financial statement with a balance sheet.

Annual Audit

An annual review of the library's financial books by a qualified independent auditor is required by the state. All financial activity for the system, including that of affiliated libraries, must be included in the audit. The audit report should be made available to all governing board members annually and must be filed with Georgia Public Library Service (GPLS).

Presenting the Library's Needs

It is the job of trustees, not the library director, to present the fiscal needs of the library to the funding authorities each year. While the library

director is usually present, it is most effective if a library board member makes the appeal on behalf of the community. Trustees should work with the director to marshal the arguments to support any funding increases requested and be able to defend the library's budget request. Staying in touch with funding officials year-round, and not just at budget time, is an important foundation for success.

POLICY

Governing board members are responsible for the library's policies. Written policies are important communication tools for informing the community about library services and for guiding the director and staff.

Policy is what tells the director, staff, and community what the library does and how it does it.

Policies provide such information as how library facilities may be used, what items are appropriate for library collections, and how the library serves people who are unable to get to a library facility. Policies should also cover internal administrative and governance functions, such as disposition of surplus property, personnel, and financial investment.

The library director and staff members usually draft library policies for board approval. There may also be a Policy Review Committee of the board that

assists in this process. At the time of adoption, it is imperative that board members fully understand the policies and their implications.

One of the greatest legal risks for a library board is not following established policy consistently.

Appendix I includes a list of suggested policies for a public library. A rotating schedule of policy review will help ensure that policies are up-to-date and remain relevant, even as conditions change.

Intellectual Freedom

There will likely be a statement concerning intellectual freedom included in the library's collection development or materials selection policy. Trustees should thoroughly understand this issue and be sure there is a procedure in place for reconsideration of materials in the library's collection, as well as a mechanism by which community members may request the addition of items to the collection. Generally, trustees become involved when there is an appeal of the decision of a library official. When there is a need for trustees to act, it is essential to follow written procedures and policies carefully in order to minimize board liability.

Many libraries, as part of their collection development policies, adopt the "Library Bill of Rights" of the American Library Association (ALA). Also included frequently are the "Freedom to Read Statement" of the ALA and the Association of American Publishers and the "Freedom to View Statement" of the American Film and Video Association. Appendix J includes copies of these documents.

PLANNING

Management expert Peter Drucker said, "The only way to predict the future is to create it." Planning is the tool for moving the library in a direction that is relevant, effective, and efficient in meeting the needs of the community served by the library.

Libraries have changed dramatically in recent years, and the pace of change continues to accelerate. Plans for library service today typically have a three- to five-year horizon, rather than the 10- to 20-year

horizon used in the past. Regardless of the time frame, planning is essential for competently steering libraries into the future.

Select library service responses that are most appropriate for YOUR community's needs.

Trustees are a vital link between the library's program and the needs of the community. The

planning process must begin with a thorough understanding of those community needs. Then planners should consider questions such as:

- *How can the library best serve our particular constituency?*
- *What is the gap between that vision and the current reality?*
- *What are the steps that will move the library toward the desired future?*

The Public Library Association (PLA), a division of ALA, has tools to help. Reviewing *The New Planning for Results: A Streamlined Approach* (included in Resource List), is an excellent place to start. This manual describes 13 service responses, or ways a library can address community needs (also summarized in Appendix K). Identifying a focus for library services is an important outcome of a planning process, and it helps the library staff allocate precious resources effectively. Public libraries have traditionally tried to be all things to all people, and this attempt can result in mediocrity. *The New Planning for Results* process helps the library narrow its focus and perform with excellence, identifying and providing the most important services for its clientele.

In the planning process, it is good to remember that libraries are dynamic institutions that continue to evolve to meet the needs of their communities. Libraries often find innovative ways to deliver

You are trusted with ensuring that the library represents the ENTIRE community, not just the views of a vocal few—or even of the majority.

services that patrons want, sometimes beyond the library walls and hours of operation. Home delivery, books by mail, and 24/7 reference services via Internet chat are just a few of the alternative service delivery methods libraries might use in response to customer needs.

Planning teams are often composed of staff, trustees, library users, those who do not use the library, and other community members.

Trustees should work with the director to determine the approach that is best for their particular circumstances. The library's written plan should include a mission statement, goals, and objectives and should be reviewed at least annually.

Construction

When the community is ready to support library construction in the form of a new building, addition, or renovation, additional planning is needed. Because facilities are simply one means of delivering services, choosing service priorities is the first place to begin.

Trustees are likely to be involved in determining when a building is needed, envisioning what kinds of spaces are required to deliver the library's program of service, and securing the necessary community and financial support. The governing board may enter into contracts with the building consultant, architect, construction contractor, and interior designer. They may also approve architectural plans, bid documents, and change orders.

The construction consultant at Georgia Public Library Service (GPLS) can serve as a resource to the director and trustees in the construction process.

See the Glossary of Library Terms for definitions of mission, goals, objectives, and other planning terms.

State funds could also be available for library construction projects. Additional requirements may apply to library construction when state funds are used. Appendix L includes current guidelines for state construction grant projects.

Georgia Public Library Standards

In 2005, the public library directors developed and agreed on minimum standards for public libraries in Georgia. A copy of the standards may be found in Appendix F. Measuring your library against these standards can provide useful information about the library's performance for trustees and funding authorities. The standards may also inspire goals for improvement.

It is important to note that simply meeting all the minimum standards does not guarantee excellence. The most important gauge of your library's performance has to do with how well the library meets the specific needs of the local community, and this can only be determined through dialogue with local residents. The standards merely help the director and trustees determine whether the essential ingredients for success are present.

PERSONNEL

The library director is usually the governing board's only employee. A critically important responsibility of the board is recruiting and selecting a qualified librarian to lead the library system. While the board must also ensure that there is a legal and fair personnel policy in place for all employees, the authority for hiring and retention of other staff in the library system is generally delegated to the director. Trustees must exercise great care in their personal relationships with other staff members, never undermining the director's authority in personnel matters.

Just as the library maintains a personnel policy for its employees, the board should have written policies in place for its relationship with the director. At a minimum, these policies should include statements about selection and evaluation of the director and a succession plan.

Hiring a Director

Finding the right executive to administer the library's program of service is a combination of science and art. The entire process may take several months to complete. Larger libraries sometimes hire a recruiting firm to help. Boards commonly appoint a search committee, which may include representatives from the board, Friends of the Library, general community, funding authorities, staff, and other stakeholders.

The first step in hiring a director is identifying the knowledge, skills, and attitudes necessary for the position. Georgia requires that the director be eligible for state certification at the G-5 level or higher, that is, hold at least a masters degree in library science from an institution accredited by the American Library Association. Management skills are essential. The director's job description should be reviewed and updated as needed.

Steps in hiring the director:

- ***Appoint a Search Committee***
- ***Assess your needs and update the job description***
- ***Advertise***
- ***Interview***
- ***Select***
- ***Celebrate!***
- ***Orient and stay in communication***

Trustees should also think about specific challenges the new director will have over the next few years and try to find expertise in those areas. For example, if the community has just passed a bond issue for a new library building, the board might want someone who is experienced in library construction.

Sometimes the board thinks the right candidate is already on the doorstep, but in all cases an open search is recommended. Many libraries advertise in national publications such as *American Libraries* or *Library Hotline*. The position announcement should be posted on the Georgia Public Library Service Web site at **www.georgialibraries.org/lib/jobs.html** and on the individual library system's Web site, if there is one.

Ideally, the board will have specific guidelines in place that detail the search process and hiring of the new director. Policies and procedures should be written to ensure a fair and legal process. The board should always check references. Many excellent articles and books on this topic are also available. The Resource List gives additional resources. GPLS staff can also assist boards before and during the hiring process.

Trustees will need to decide whether an employment contract will be offered to the new director. An attorney should probably be consulted to help draw up a legal and fair employment contract.

The board's job is not done when the new director arrives. Frequent communication during the first few months is a must, so that the director and the board develop shared expectations. Many boards plan a celebration at the library to welcome the new director and introduce her or him to the community.

What do Athens-Clarke County residents say about Athens-Clarke County Libraries?*

"I really like the friendly staff and the atmosphere. A visit to the library is always a pleasure."

"The Athens Library is one of my favorite places in the community!"

"I hope you'll keep us up to date in our rapidly changing world."

"I love the computers, because I don't have one at home."

"The Heritage Room is such a valuable resource!"

Library User Survey Results

In Spring 2009, the Athens-Clarke County Library conducted a voluntary library user survey.

More than 60% of respondents reported daily or weekly library visits.

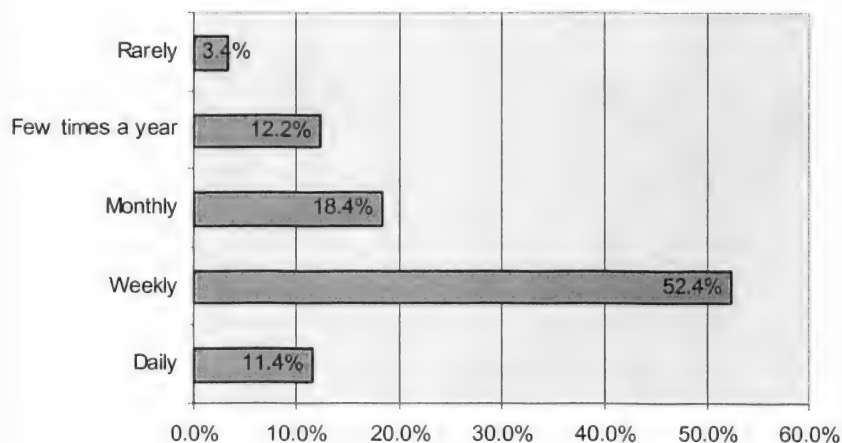
Almost all respondents have used the Libraries' computers, with 49% reporting frequent use.

In the comment section, several respondents asked for more materials (books, CDs and DVDs) and longer Heritage Room hours.

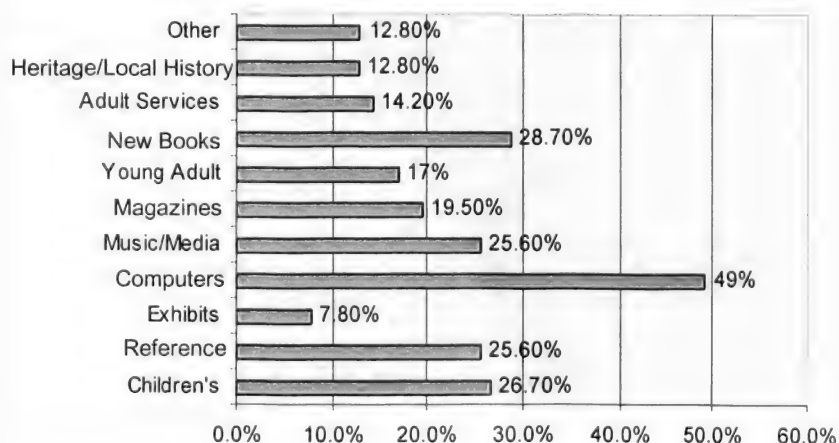
**Above comments from the 2009 ARLS Library User Survey.*



How often do you visit the library?



Which department(s) do you use most often?



What do Winterville residents say about the Winterville Library?*

"We love Winterville Library's cozy atmosphere."

"The library has lots of resources for its size."

"It's close to home and has fun things for children."

"(It needs) more hours, more books."

"(I like) the quietness and helpfulness."

Library User Survey Results

In Spring 2009, the Winterville Library conducted a voluntary library user survey.

An amazing 90% of respondents reported daily or weekly library visits.

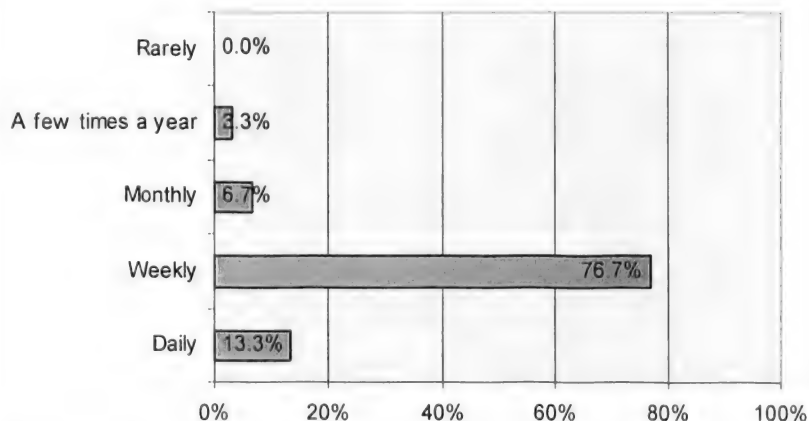
Almost all respondents have used the Libraries' computers, with 70% reporting frequent use.

In the comment section, several respondents asked for more Materials, more computers and longer hours.

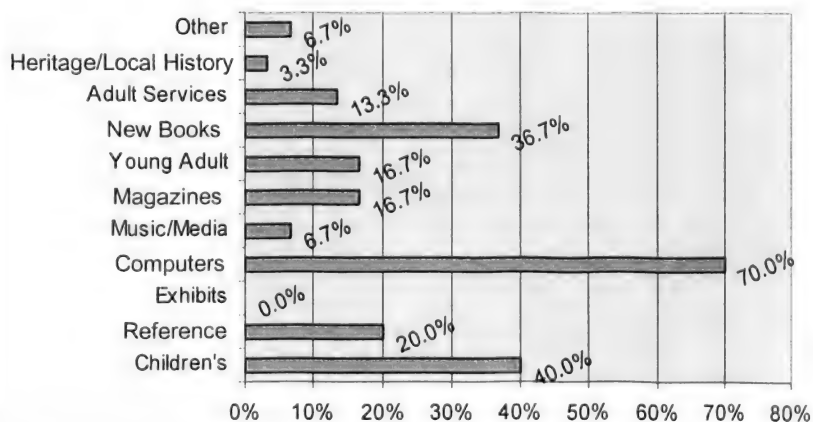
**Above comments from the 2009 ARLS Library User Survey.*



How often do you visit the Library?



Which department(s) do you use most often?



Athens-Clarke County FY2005-2009

| 2005 | 2006 | 2007 | 2008 | 2009 |
|------|------|------|------|------|
|------|------|------|------|------|

Circulation

| Athens | | | | | % Increase |
|-------------|---------|---------|---------|---------|------------|
| 583,447 | 575,980 | 567,810 | 593,886 | 640,399 | 9.76% |
| Winterville | | | | | 79.56% |
| 11,284 | 12,644 | 12,186 | 16,324 | 20,262 | |
| East Athens | | | | | 44.93% |
| 5,684 | 7671 | 10,885 | 9,737 | 8,238 | |
| Pinewoods | | | | | 845.12% |
| 2,121 | 7512 | 12449 | 21,233 | 20,046 | |
| Lay Park | | | | | 15.51% |
| 11,306 | 11037 | 12,676 | 13,245 | 13,060 | |

Attendance

| Athens | | | | | 19% |
|-------------|---------|---------|---------|---------|---------|
| 601,970 | 608,995 | 606,692 | 648,093 | 714,254 | |
| Winterville | | | | | 72% |
| 5,182 | 5,843 | 6,988 | 7,380 | 8,930 | |
| East Athens | | | | | 79% |
| 3,473 | 3,767 | 4,241 | 4,888 | 6,231 | |
| Pinewoods | | | | | 752.85% |
| 2,857 | 13,889 | 26,543 | 22,239 | 24,366 | |
| Lay Park | | | | | 30% |
| 8,657 | 6,061 | 10,397 | 8,851 | 11,268 | |

Computer Use

| Athens | | | | | 21.88% |
|-------------|---------|---------|---------|---------|---------|
| 204,760 | 217,463 | 241,820 | 215,389 | 249,567 | |
| Winterville | | | | | 25.16% |
| 2,552 | 2,677 | 2,710 | 2,487 | 3,194 | |
| East Athens | | | | | 122.17% |
| 1,520 | 1,396 | 1,589 | 2,398 | 3,377 | |
| Pinewoods | | | | | 874.99% |
| 1,795 | 9,337 | 15,633 | 14,031 | 17,501 | |
| Lay Park | | | | | 155.73% |
| 1,265 | 1,274 | 1,662 | 2,031 | 3,235 | |

Grants Athens Regional Library FY2009

| Source of Funding | Description | Amount |
|--|---|-------------------|
| "Let's Talk About it" Jewish Lit Grant | Jewish Literature Grant | 2,000.00 |
| ACCL FOL | Wish List FY09 does not include "Live@ Library" and other programming | 22,070.00 |
| ACCL SPLOST | Materials Grant FY2009 | 88,751.00 |
| American Library Association | "Forever Free Abraham Lincoln" | 1,000.00 |
| Athens-Clarke County Endowment | Gifts for materials | 48,000.00 |
| Clarke-Oconee Geneological Society | Donation for new printer | 5,630.00 |
| Finra Investor Education Foundation | "Smart Investing @ your Library" | 94,510.00 |
| ALA Gates Foundation Grant | "Best Small Library in America" nominee | 4,700.00 |
| Libri Foundation | Materials Grant - * Value of Materials Donated | 1800.00* |
| Madison-Morgan Cultural Center | "Telling My Own Story Graphic Novel Project" | 223.00 |
| Madison-Morgan Cultural Center | Scottish Festival Grant | 2,000.00 |
| Madison-Morgan Cultural Center | Madison County "Music and More at the Library" | 1,200.00 |
| The Arts Council - Gainesville | Franklin County Libraries "Explore Art through Children's Books" | 1,194.19 |
| Madison-Morgan Cultural Center | Oglethorpe Library "Telling My Own Story Graphic Novel" | 203.24 |
| Plum Creek Timber Company Grant | Oconee County SRC | 780.00 |
| National Endowment for the Humanities | Picturing America pictures for Pinewoods and ACCL | - |
| Emmanuel Episcopal Thrift House | Materials grant | 1,500.00 |
| Royston Friends of the Library | Summer Intern Grant - Gift | 600.00 |
| Lavonia Friends of the Library | Summer Intern Grant - Gift | 590.00 |
| Athens One Foundation | Materials Grant | 85.95 |
| Rotary Club of Athens | Donation | 1,000.00 |
| ATT E-Rate | Grant for reduction in telephone costs | 407.30 |
| Athens Rotary West | Pinewoods Equipment Grant | 2,081.00 |
| Board of Regents GOLD | | 289.50 |
| Cl. County School District | Project Horizons Storytelling Grant | 5,000.00 |
| TOTAL | | 283,815.18 |

**Director's Report
Athens Regional Library Board
July 2009**

The budget news continues to be grim. In June, we were advised by the state library that our budget would be reduced by 4%. Since this message, an additional 4% reduction of the entire state budget has been announced. This was taken from our materials budget. We have determined the Reductions as follows:

| | |
|-------------------|------------------------------|
| Clarke County: | \$8144 reduction to \$27,661 |
| Franklin County: | \$2046 reduction to \$5,820 |
| Madison County: | \$2813 reduction to \$7,589 |
| Oconee County: | \$2948 reduction to \$8,100 |
| Oglethorpe County | \$1382 reduction to \$3,763 |

Thank goodness for SPLOST in Athens and the Friends in all of our counties. This will be a very difficult year and we will appreciate every donation from the community and from other sources.

**STATE OF GEORGIA
OFFICE OF THE GOVERNOR**

Sonny Perdue
GOVERNOR

For Immediate Release
of Communications, (404) 651-7774
Friday, July 10, 2009

Contact: Office

Governor Perdue Announces June Revenue Figures

ATLANTA - Governor Sonny Perdue announced today that net revenue collections for the month of June 2009 (FY09) totaled \$1,364,350,000 compared to \$1,618,879,000 for June 2008 (FY08), a decrease of \$254,529,000 or 15.7 percent.

The percentage decrease year-to-date for FY09 compared to FY08 is 10.5 percent.

From the State Library:

Directors, good afternoon. We have received the following message from Chancellor Davis regarding the FY2010 and FY2011 budgets:

"We have had a number of conversations over the past week with executive branch budget officials, legislative branch budget officials, and legislative leaders. We are hearing a consistent message:

• The June revenue report will not indicate a stabilization in state revenue collections.

- We should expect an FY2010 budget reduction of more than the 3% already anticipated---5% to 6% is the frequently cited range.
- We will again be required to submit budget reduction plans as part of the budget request process.

Therefore, for planning purposes at this time, your institution should be preparing a 6% budget reduction plan for FY2010, reductions that would carry over into FY2011."

The senior leadership at GPLS is beginning to examine our budgets to determine how this latest required reduction will be handled. As soon as we have additional information, we will share it with you.

Until we know where the mandated reductions will be taken, we cannot plan effectively. We may be asked to once again absorb the reductions in the materials grant. We may be required to take the reductions in the Systems Services Grant program which will impact our courier program, outreach, summer reading for next summer. Or we may be told to put all staff on furlough for a part of the day. I have frozen as many positions as viable, directed that we will order only essential supplies, and asked that staff be reasonable in their expectations. If the budget reductions impact the Personnel Grant or the System Services Grant, we will need to convene a meeting to determine exactly how to reduce expenditures. Furloughs or lay-offs may be indicated.

Much of the last quarter was spent helping our library boards define and refine the message we wanted our funding agencies to hear. Board members and I met with many agencies to discuss how the library is responding to the economic crisis by providing computers, broadband access, instruction in use of computers, reading programs, afterschool assistance for children and a myriad of other services—true grassroots economic development! People are coming to the library for all sorts of services and this seems to have resonated with commissioners. In fact, Commissioner Kathy Hoard quotes library statistics regularly and has been amazed by the use of our computers. We are beginning to replace the computers funded by the ACC budget now.

In the meantime, we must continue to provide the services our patrons expect. This quarter has been quite busy as the system prepared for the Summer Reading Club and the many busy and fun activities that go along with it. The planning has paid off with large crowds and children who not only are reading books, but enjoying the library.

The preparations for the FINRA grant continue. We have hired Teri Hanna who has taught financial education programs in the past. This grant covers Teri's salary, travel to GED program sites, and instruction to students. Teri and Trudi Green are working with the Literacy Council to develop a scholarship program for those who take our classes and are ready to take the GED exam. In addition, we are forming an advisory committee to work with us to provide visibility and guidance as we seek to expand this program. That committee will meet on August 4.

My term as chairman of RPLAC will end this month. The budget consumed most of our work this year, and a brochure of the accomplishments and the goals is attached.

As a result of the budget declines, we are considering formation of a 'super district' library system including the Piedmont Library, Uncle Remus, Hart County and Elbert County to share some services. We will be working with Carl Vinson Institute of Government to determine the best possible services to merge. This is the result of an effort to streamline some services and to avoid duplication. Some limited federal funds may be available once we have the project better defined. Each member system will retain its local services and will concentrate on those activities that every library must provide using state funds.

The Athens Regional Library System has been officially notified that bonds for our project will be scheduled for sale in early Fall 2009. The SPLOST project managers have been discussing requirements for the project with the state library construction office and the county. A new contract with David Moore will be executed at the August meeting of the Commissioners and then we will be ready to finalize the design and start work on the bid documents. I have attended several "green" or LEED building programs and will be emphasizing that while there may be a higher initial cost, the long-term operational costs will be our greatest concern. Replacing our heating and air conditioning system in the existing building and upgrading the lighting will be major issues that must be addressed. Once the contract is approved and signed, we will need to have several meetings with the architects to finalize all decisions.

Deadlines for other construction projects continue. Building programs for Royston and Danielsville were due on June 1; these were completed, approved by the local library boards, and submitted to GPLS by the due date. We are now working on the site applications due by mid-August, financial assurances due in September, and structural studies due in October. We have issued the Request for Qualifications for Architectural Services with 4 full responses to each project and will be hiring architects for both projects in early August.

We are also moving towards hiring a new Oconee County Librarian responsible for the two Oconee branches. Applications have closed and the Oconee Board will be moving towards selecting candidates for interview next week. Jackie Elsner, our system-wide children's librarian, has been acting as interim librarian. Clare Auwarter who plans to retire in March has moved back to Athens to focus on development for the next few months. We are working on several major grants and partnerships and she will focus her attention on these projects.

I attended a Fundraising Workshop last Friday. It was interesting and reinforced much of what I'd learned before. The way to raise money is by identifying those people in the community who have money and then ask them directly. Several libraries have what they call the Annual Fund which uses both direct mail to library card holders and personalized appeals. The keys to making the Annual Fund a success include:

- Cull the database for duplicates and inaccuracies
- Develop a one page compelling letter signed by the Chairman
- Include a response card
- Use first class postage

Hand address envelopes
Individualize solicitations for the top donors and prospects

While in Chicago for the Fundraising Workshop, I also visited the exhibits on display at the American Library Association meetings. This year, the emphasis is on handling materials and RFID systems. I have asked that the vendors send me their case studies on the "return on investment" for such systems. At our budget hearing, Commissioner Ed Robinson expressed interest in such a system. I believe that this might be a good capital project for an upcoming SPLOST and would enable us to continue to purchase library books with these funds. An estimate for the system, which includes such things as self-check out units, gates, inventory control, check-in materials handling unit and sorter, and a unit to manage debit/credit/cash payments would be in the range of \$350,000 plus the cost of tags that would be added to each book. This could enable us to eliminate the equivalent of two full-time clerical positions and change the dynamic at the front door which we need.

I have spoken at length with the state library about the economic stimulus bill. As of now, GPLS plans to focus only on broadband access in rural areas. Athens may or may not qualify. The original plan was to go to areas where there was a major state university and link the library to the universities via a fiber optic cable system. This would improve access in Athens significantly. However, now the concern is that this may not be the solution that is fundable. One of our major issues is that we need far more access for various applications than we can handle now. I would like to pursue one aspect of economic stimulus funding for building upgrades with the hope that we could improve some of our buildings in the region. Rep. Paul Broun is hosting a grant program at the Georgia Center in late July featuring representatives from agencies that offer grants. Clare Auwarter and I plan to attend!

The library staff is doing excellent work this busy summer. As you know, we continue to see growth in all types of use which puts stress on everyone to get the books in and shelved and checked out again. A staff committee is planning Staff Development Day which will be October 22. We will feature a futurist from Oglethorpe University and have invited Rep. Bob Smith to talk for 10 minutes about his view of libraries of the future. Following these two presentations, the staff will attend programs they have identified as important learning opportunities. And of course, we will have food and prizes! SDD Team Leaders this year are Karen Douglas, Natalie Wright, and Clare Auwarter.

I will be in China from August 14-30, assuming we can get off the plane in Beijing. During this period, Assistant Director Judy Atwood will be in charge of the day to day developments. Have a great summer and keep reading!

BROWN BAG LUNCH PRESENTS

A Pictorial History of the University of Georgia

TUESDAY, JULY 21 12:15 P.M.



Presented by Dr. Nash Boney. Feel free to bring a lunch to this 45-minute program. In Small Conference Room.


Athens-Clarke
COUNTY LIBRARY

iFilms

International and Independent Film Series In the Athens-Clarke County Library's Auditorium

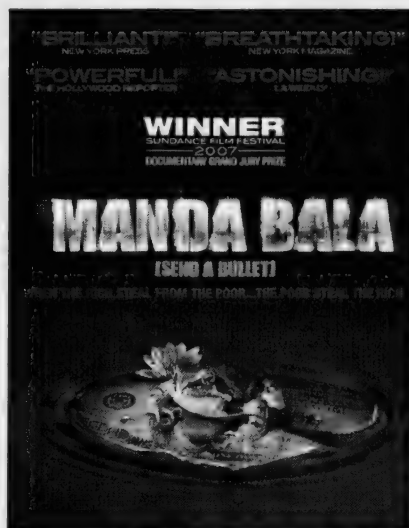
~ Free and Open to the Public ~

Thursday, July 2 at 7:00 p.m. -

"Under the Bombs"

a film by Philippe Aractingi, 98 minutes, Lebanon, 2007

During a cease-fire in the Lebanon-Israel conflict of 2006, Tony, a Christian taxi driver, brings Zeina, a Shiite woman from Beirut, to the heart of the conflict in the country's south. While they scour the rubble of local towns for Zeina's son, they discover that despite their very different backgrounds they have much in common. During their trip, the two travelers develop a deep bond as a response to the death surrounding them. Aractingi only hired two professional actors, the rest are real refugees, journalists, soldiers, etc....playing themselves. Shot entirely on location.



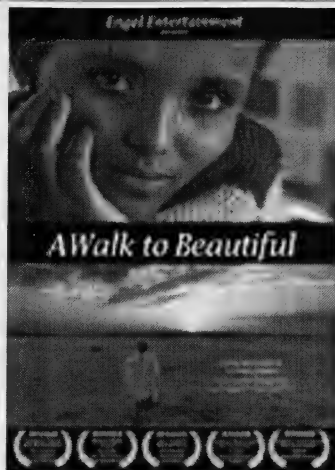
Thursday, July 9 at 7:00 p.m. -

"Manda Bala "

(Send a Bullet)

a film by Jason Kohn, 85 minutes, Brazil, 2007

Brazil is known for its beautiful beaches, lush rain forests, and vibrant culture. However, in recent years, the country has developed more of a reputation for corrupt politicians, kidnapping, and plastic surgery. *Manda Bala* artfully connects these seemingly disparate elements and conducts a dazzling, yet harrowing, examination of the tragic domino effect that has reshaped the face of the country and created an entire industry built on corruption. Featuring a stylish score and articulate interviews with kidnappers, kidnap victims, and the people who profit off them, this award-winning film illustrates how corruption and kidnapping represent two sides of the same violent crime: when the rich steal from the poor...the poor steal the rich.



Thursday, July 16 at 7:00 p.m. -
"A Walk to Beautiful"

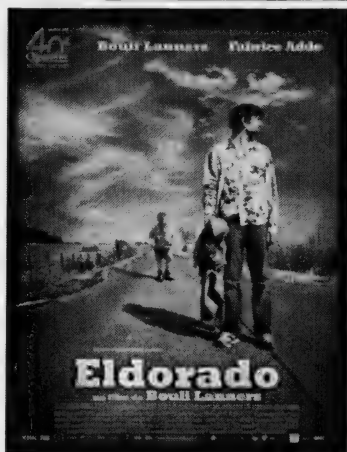
a film by Mary Olive Smith, 54 minutes, Ethiopia, 2007

Shot against a starkly beautiful landscape, *A Walk to Beautiful* shares the inspiring stories of three Ethiopian women, rejected by their husbands and ostracized by their communities, who leave home in search of treatment for obstetric fistula. Once common in the pre-industrial United States, this life-shattering complication of childbirth is now relegated to the poorest regions of the world. In Ethiopia alone, there are an estimated 100,000 women suffering from untreated fistula.

Thursday, July 23 at 7:00 p.m. -
"Days and Clouds"

a film by Silvio Soldini, 115 minutes, Italy, 2007

A well-to-do, sophisticated Genoa couple find themselves facing self-image, marriage and work problems when their financial world crumbles after the husband loses his job. As everything changes around them, they struggle to stay together, but the growing distance between them eventually leads to a break-up. Only when they part will they realize that they risk losing their most precious possession: the love that binds them.



Thursday, July 30 at 7:00 p.m. -
"Eldorado"

a film by Bouli Lanners, 78 minutes, Belgium, 2008

Yvan and Elie are two loners who wander aimlessly through their lives. Yvan is a quick-tempered 40-year-old vintage car dealer while Elie is a young burglar and ex-junkie. When Yvan catches Elie trying to rob him, Yvan becomes strangely attached to him and agrees to drive Elie home to his parents. Both are nostalgic about lost relationships as they embark on a bizarre yet spectacular journey. Both are trying to find the pieces of a puzzle that they want to put back together, but it might be too late.


Athens-Clarke
 COUNTY LIBRARY

2025 Baxter Street
www.clarke.public.lib.ga.us

The iFilms series is intended for mature audiences,
 and parents may find the content unsuitable for children.

Events at the Athens-Clarke County Library



JULY 2009



2025 Baxter Street • Athens, Georgia 30606 • (706) 613-3650 • www.clarke.public.lib.ga.us

The Library will be CLOSED on Friday, July 3 and Saturday, July 4 in observance of Independence Day.

EVENTS FOR CHILDREN

Throughout July

Children's Storytime - Join us with your children ages 18 months to 5 years for **Storytime** on Tuesdays and Wednesdays at 9:30 and 10:30 a.m. We also offer **Bedtime Stories** Mondays at 7:00 p.m. **Infant Storytime** is Mondays, July 13 and 27 at 10:30 a.m. and 2:00 p.m. **Spanish Storytime**, led by UGA student volunteers from the Department of Language and Literacy Education's work-study program, is on Wednesdays, July 8 and 22 at 5:00 p.m. **Open Playtime** for ages 1 to 3 with their caregivers is at 10:00 a.m. on Fridays, July 10 and 24. Call (706) 613-3650, ext. 314 for more information.

Thursdays, July 2 and 30 10:30 a.m.

Sing-A-Long - Have fun singing with Linda Walker and Lorraine Holahan as they play your favorite children's songs. Follow along on the big screen! In Auditorium.

Tuesday, July 7 2:30 p.m.

Pesky Critters! - Barbara Dinnan will tell cowboy stories and sing songs of the Old West sure to make you laugh. Join our hootenanny in the Auditorium.

Thursday, July 9 10:30 a.m.

Shadow Puppets - Learn how to make your own shadow puppets with Lorraine Holahan, and enjoy a performance of "The Frog and the Locust" by The Athens Puppet Troupe. In Auditorium.

Tuesday, July 14 2:30 p.m.

Carol's Creative Capers: Stories and Songs of Adventures ... Real and Imagined - With Storyteller Carol Cain. In Auditorium.

Thursday, July 16 10:30 a.m.

Tribute to J.J. Reneaux, Cajun Storyteller - Stories from the late J.J. Reneaux's collection, *How Animals Saved the People: Animal Tales From the South*. A storytelling program with Jackie Elsner. In Auditorium.

Tuesday, July 21 2:30 p.m.

Magical Creatures - You'll have lots of fun listening to stories and singing songs of leprechauns, unicorns, elves and even pots of slop with Barbara Dinnan. In Auditorium.

Thursday, July 23 10:30 a.m.

Brer Rabbit Stories - Nobody is more creative than Brer Rabbit when it comes to getting both into and out of trouble! Stories and lap puppet show with Kim James. In Auditorium.

Thursday, July 23 3:30 - 4:30 p.m.

Read to Rover - Beginning readers (grades 1-4) read aloud to a dog! Dog is insured and in the company of a trainer at all times. Individual sessions. First come, first served. In Storyroom.

Saturday, July 25 9:00 a.m. - 6:00 p.m.

Train Display in the Library Lobby - Model trains will be on display in the lobby from the Athens Bend Track Club. Come join us for a special train Storytime at 2:00 p.m. in the Storyroom. Chug-chug, whooo-whooh!

Tuesday, July 28 7:00 p.m.

100 Books/50 Hours Recognition Party - Magic Show by Arthur Atsma. Ice cream sandwiches for all. This party recognizes readers of 100 books or 50 hours during the "Be Creative @ Your Library" Summer Reading Program. Sponsored by Friends of the Athens-Clarke County Library. In Auditorium.

EVENTS FOR YOUNG ADULTS

FOR TEENS AGED 11 TO 18

Wednesday & Thursday, July 1 & 2 2:00 - 4:00 p.m.

Pysanky Eggs - Learn the ancient Ukrainian art of Pysanky. We will decorate eggs using wax and colorful dyes. This class is taught by YA's Melody Ransom, an apprentice Pysanky artist. Teens must attend both days. Preregistration required. Call 706-613-3650 ext 329; limited to 10 teens ages 11-18.

Tuesdays, July 7, 14, & 21 2:00 - 3:00 p.m.

Belly Dancing Class - YA's own Clara Smith will teach belly dancing basics. Classes will be held throughout the summer, culminating in a live performance at our Teen Film Festival on July 25. Wear comfortable clothing and bring a scarf to tie around your hips. Free and open to teens ages 11-18.

Thursdays, July 9 & 23 2:00 - 4:00 p.m.

Henna Hands - Since ancient times, henna has been used to create intricate body art in the Middle East. Join us to learn how to apply temporary henna body art. Free and open to the first 15 teenagers, ages 11-18*. Preregistration is requested; please call 706-613-3650 ext 329. *Adults may attend if accompanied by a teen and if space is available. We encourage parents to attend with their teen.

Friday, July 10 5:30 - 10:00 p.m.

Books & Bites - Have you ever wanted to be able to read for a long time without being interrupted? Here is your chance! You bring four books or come in early to look through ours. We provide comfy chairs, chips, chocolate and pizza. Free and open to teens ages 11-18. Preregistration requested. Please call 706-613-3650, ext 329.

Thursday, July 16 2:00 - 6:00 p.m.

Gaming Day - We have a fun selection of board and card games, and the YA computers will be reserved if you want to play online in a LAN party atmosphere. We'll also have a TV if you want to bring video game consoles to share. Light refreshments provided. Free and open to teens ages 11-18.

Saturday, July 25 7:00 p.m.

Teen Film Festival & Dance Performance - YA is hosting its first ever Teen Film Festival featuring a special performance by the Teen Bellydancers. Watch independent films made by local teens on the big screen. The audience will vote on awards during a light reception. Free and open to all ages.

All events are free and open to the public unless otherwise noted. This schedule is tentative and subject to change. Please call the Library for more information.

EVENTS FOR ADULTS

Wednesday, July 1 7:00 p.m.

Lecture: "Abraham Lincoln: Growth to Greatness" - Presented by **Dr. Emory Thomas**, Professor Emeritus of History at the University of Georgia. In conjunction with the **"Forever Free: Abraham Lincoln's Journey to Emancipation"** exhibit. In Auditorium.

Thursday, July 2 12:15 p.m.

Lunch and Learn: "Water Conservation" - **Natalie White**, from Athens-Clarke County Stormwater Utility, will speak on water conservation and teach how to make a rain barrel and non-toxic cleaners. Part of the **"Live and Learn @ Your Library"** Adult Summer Reading Program. In Small Conference Room.

Thursday, July 2 2:00 p.m.

Cinema Classics - Come see Hollywood classics on the big screen! This month's classic film is **"Good News,"** starring **Peter Lawford** and **June Allyson**. This presentation features an audio narration to make it accessible to visually-impaired viewers, but all are welcome! Presented by the Special Needs Library. In Auditorium.

Thursday, July 2 7:00 p.m.

iFilms: "Under the Bombs" - During a cease-fire in the Lebanon-Israel conflict of 2006, Tony, a Christian taxi driver, brings Zeina, a Shiite woman from Beirut, to the heart of the conflict in the country's south. While they scour the rubble of local towns for Zeina's son, they discover that despite their very different backgrounds they have much in common. Shot entirely on location. 98 minutes. In Auditorium.

Sunday, July 5 3:00 p.m.

Lecture: "Emancipation: Lincoln's Second Thoughts" - Presented by **Dr. Barry Schwartz**, Professor Emeritus of Sociology at the University of Georgia. In conjunction with the **"Forever Free: Abraham Lincoln's Journey to Emancipation"** exhibit. In Auditorium.

Monday, July 6 7:00 p.m.

Film screening: "The Civil War Legends: Abraham Lincoln and Robert E. Lee" - These documentaries are hosted and narrated by Pulitzer Prize-winning author James McPherson. Sponsored by the Friends of the Athens-Clarke County Library in conjunction with the **"Forever Free: Abraham Lincoln's Journey to Emancipation"** exhibit. In Auditorium.

Thursday, July 9 7:00 - 8:30 p.m.

Computer Class: Mouse and Keyboard Skills - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, July 9 7:00 p.m.

iFilms: "Manda Bala" - In recent years, Brazil has developed a reputation for corrupt politicians, kidnapping and plastic surgery. This award-winning film artfully connects these seemingly disparate elements and illustrates how corruption and kidnapping are two sides of the same violent crime: when the rich steal from the poor... the poor steal the rich. 85 minutes. In Auditorium.

Wednesday, July 15 10:30 a.m.

Talking About Books, Adult Book Discussion Group - This month's title is **"People of the Book,"** by Geraldine Brooks. Newcomers always welcome. In Small Conference Room. Call (706) 613-3650, ext. 324.

Thursday, July 16 10:00 - 11:30 a.m.

Computer Class: Introduction to the Internet - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, July 16 6:00 - 8:30 p.m.

Getting Started with Genealogy - This class will help you get started with family research. This is the pre-beginning genealogy class. Bring a sweater or light jacket and something to write with. No registration required. Call (706) 613-3650, ext. 350 for more information. In Heritage Room.

Thursday, July 16 7:00 p.m.

iFilms: "A Walk to Beautiful" - Shot against a starkly beautiful landscape, This documentary follows three Ethiopian women, rejected by their husbands and ostracized by their communities, who leave home in search of treatment for obstetric fistula. Once common in the pre-industrial United States, this life-shattering complication of childbirth is now relegated to the poorest regions of the world. 54 minutes. In Auditorium.

Saturday, July 18 2:00 p.m.

"A Look Inside the Georgia Archives" - Brian Wilson will explain how to use Georgia Archives' resources on the Internet (<http://sos.georgia.gov/archives/>) and discuss what people can expect when they visit the archives in person. In Auditorium. Meet and Greet in the Small Conference Room after program. Light refreshments will be served. Co-sponsored by the Clarke-Oconee Genealogical Society (COGS) and the Heritage Room. For more information call (706) 613-3650, ext. 350.

Tuesday, July 21 12:15 p.m.

Brown Bag Lunch: "A Pictorial History of the University of Georgia" - Presented by **Dr. Nash Boney**. Feel free to bring a lunch to this 45-minute program. In Small Conference Room.

Wednesday, July 22 12:15 p.m.

Tech Tips: "Social bookmarking - Delicious" - Learn how to use Delicious to share your Internet bookmarks. No registration required. In Small Conference Room.

Thursday, July 23 7:00 p.m.

iFilms: "Days and Clouds" - A well-to-do, sophisticated couple faces self-image, marriage and work problems when the husband loses his job. As everything changes, they struggle to stay together, but the growing distance between them eventually leads to a break-up. Only when they part will they realize that they risk losing their most precious possession: the love that binds them. 115 minutes. In Auditorium.

Saturday, July 25 1:00 p.m.

African American Research Interest Group of COGS - Come enjoy this group as they explore African American family history research experiences and methodology. Free and open to the public. No registration required. For more information contact: Mae Castenell at loutome@aol.com.

Monday, July 27 12:15 p.m.

Lunch and Learn: "Making Your Food Dollars Count" - **Denise Everson** from the Clarke County Cooperative Extension will teach you how to save money and be healthy. Part of the **"Live and Learn @ Your Library"** Adult Summer Reading Program. In Boardroom.

Thursday, July 30 10:00 - 11:30 a.m.

Computer Class: Advanced Internet and Safety Skills - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, July 30 7:00 p.m.

iFilms: "Eldorado" - Yvan is a quick-tempered 40-year-old vintage car dealer while Elie is a young burglar and ex-junkie. When Yvan catches Elie trying to rob him, Yvan becomes strangely attached to him and agrees to drive Elie home to his parents. Both are nostalgic about lost relationships as they embark on a bizarre yet spectacular journey. 78 minutes. In Auditorium.

Accomplishments for FY2009

1. RPLAC resolved and sent to the Board of Regents the Policy "Requirements for Public Library Grant Funds."
2. Refined and sent to BOR construction guidelines for renovation, addition and new facilities.
3. Conducted focus groups around the State to discuss budget issues and goals. Determined where immediate reductions in budget could be taken.
4. Upheld the Maintenance of Effort Policy and approved the Maintenance of Effort Waiver process.
5. Examined ideas for the Federal Economic Recovery and Stimulus Package [Broadband access, expanded Galileo databases, technology upgrades, MRR for infrastructure upgrades and telecom services.]
6. Discussed a pilot project for collaborative library services among systems.
7. Began discussion about Taxing Districts for public libraries in GA.
8. Approved Agreed Upon Procedures to meet audit requirements for state grants based upon Augusta experience.
9. A record number of construction projects were approved for FY 2010! However, materials grants continued to decrease.
10. Conducted a forum for all subregional libraries to review past plans, standards, and studies to chart progress in developing a statewide plan to serve Georgia's blind and disabled individuals in an efficient, effective, and high quality manner.

Mission of RPLAC

The purpose of RPLAC shall be to represent the public library systems of Georgia before the Board of Regents of the University System of Georgia, developing and recommending to the Board of Regents information, guidance, and plans to ensure:

- Equitable library service for all Georgians.
- Optimal organization and relationships in and among library systems.
- Financial and legislative support for library systems.
- Projections of service needs for the 21st century.
- An optimal role for the Georgia Public Library Service in leading and supporting the activities of public libraries throughout the state.
- Visibility and public awareness of library systems as a source of lifelong learning and enrichment.

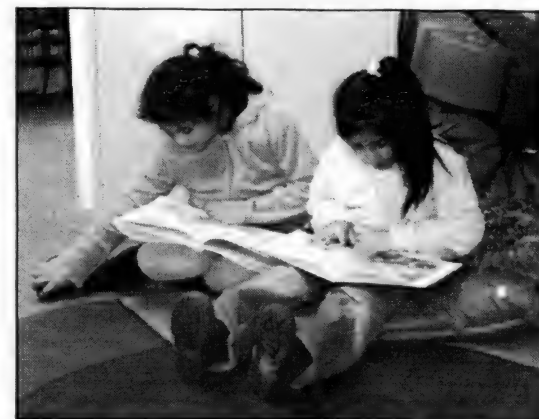
RPLAC members represent small and large multicounty systems and small and large single county systems.

RPLAC Members

Kathryn Ames, Chair (large multi)
Carolyn Fuller, Secretary (large single)
Joe Forsee (large multi)
Dusty Gres (small multi)
Donna Howell (small multi)
Alan Kaye (small single)
Jon McDaniel (large single)
Barry Reese (small single)
Richard Sanders (small single)
Gary Swint (large multi)
John Szabo (large single)
Susan Whittle (small multi)
Felton Jenkins, BOR Liaison
Doreen Poitevint, BOR Liaison
Lamar Veatch, State Librarian
Julie Walker, Deputy State Librarian

Regents Public Library Advisory Committee Annual Report

Fiscal Year 2009



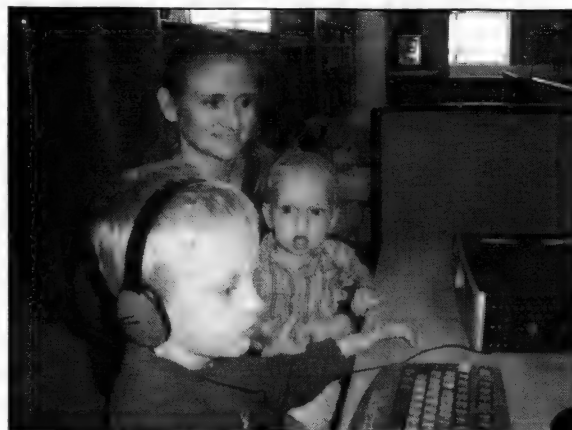
Challenges and Goals for the Future

Georgia's public library community will have adequate, stable, and equitable funding.

The Budget decline continues to be a significant factor in addressing the needs of public libraries. Local funding is also decreasing in response to local funding concerns.

RPLAC's role is to develop a statewide strategy for public library services and to address the challenges facing our libraries. This may be an optimal time to develop a statewide service plan so that when the economy improves, we are better situated with specific programs to recommend. To accomplish this, RPLAC will:

1. Conduct focus groups to identify needs and possible revisions involving all segments of the population.
2. Develop a statewide plan of library service incorporating information from focus groups, standards, and collaborative services studies. At present, we have a GPLS agency plan but we do not have a unified statewide service plan for our 61 library systems.
3. Recommend a revised funding formula. [Economic conditions have dictated a significant reduction in funding; however, a revised and simplified funding formula remains an objective that must be studied.]



- a. Submit a recommendation for the FY2011 budget.
 - b. Identify potential state/local matching grant programs.
 - c. Identify strategies to increase funding.
 - d. Evaluate collaborative services.
 - e. Encourage creative new ideas from the field.
4. Establish stronger visibility of public libraries and advocacy efforts:
 - a. Review legislation throughout the session to protect library viability.
 - b. Work with Friends of Georgia Libraries and Georgia Council of Public Libraries to advocate for a stronger legislative presence.
 5. Work with GPLS to conduct an environmental survey to evaluate technology needs and best practices for public libraries.

6. Work toward developing Maintenance, Repair and Renovation [MRR] grants to convert existing facilities to "green" buildings.
7. Work with GLASS and GPLS to develop a statewide long range plan for TBCs that meets the NLS standards for accountability, performance and customer satisfaction.
8. Foster transparent and comprehensive communications and public relations between GPLS and the state's public libraries; place all policies, rules, contracts, formulas, studies, standards, committee reports and other items on the GPLS website.



MINUTES
ATHENS REGIONAL LIBRARY BOARD
July 16, 2009 Meeting

Meeting was called to order by Chairman, Mr. Greg Jones (Oglethorpe County) at 3:34 PM. Present were, Mr. Bowns and Mr. Miller (Franklin County); Mr. Gresham (Oglethorpe); Ms. Stratton, Mr. Zimmerman and Ms. Vernon (Oconee County); Ms. Lane, Ms. Dunn, Dr. Prokasy and Mr. Timmons (Athens-Clarke County); Mr. Nale, Ms. Booth (Madison County). Mr. Shapiro (Oglethorpe), Mr. Moak (Madison), and Ms. Crawford (Franklin) were absent. Staff present were Mrs. Ames, Mrs. Simonds, Mrs. Douglas, and Mr. Katzman, who recorded the minutes.

The minutes of April 16, 2009 board meeting were unanimously approved on a motion from Mr. Miller and a second by Mr. Nale. There was no public comment. The agenda was unanimously adopted.

Staff Report:

Karen Douglas, ACCL Technology Specialist and co-chair of the upcoming Staff Development Day, presented a short video she made to highlight this year's theme: Meet, Share, Learn. She said that staff are being surveyed as to what workshops they want to have. There will be a speaker on future technologies, workshops, lunch, recognitions, and a talent show. She said that staff will be teaching each other their best programs.

Financial Report:

Ms. Simonds said that we have completed FY09. Expenditures were at 98.69% of total budget. Revenues were at 98.81% of total budget. Fines and fees are up, which is directly related to the increase of circulation and attendance. The projected fee line (expenditure side) we didn't budget for this year is for Professional Fees. We're now using Blackbaud. We also joined an alliance of libraries—in a consortium. These fees are around \$9000. We will put an expenditure line in the FY2010 budget to cover this. We get a 4% reduction from Workman's Compensation due to being members of a Drug Free Workplace. Ms. Simonds recommends we budget professional fees for next year in the FY2010 budget. The FY2010 state materials budget was cut by over half. This will impact all materials orders for FY10.

Regional Reports:

Franklin: Mr. Bowns reported that computer use was up 140% over the past five years. He said that it had been a difficult time with money over the quarter. The Board of Education cut 10% or \$3000 from the annual appropriation for library services. There was a meeting with the Board of Commissioners to try

and make-up some of the funds which was not successful. A 21st Century grant was promised but was never received; this is currently under negotiation. There was a meeting with the Administrator about the grant but there was another roadblock and we have additional things to do. He said that they had only agreed to maintain hours. He announced that they had two new Board members, and that Login Mathis knows the Superintendent of Education.

Clarke: Ms. Lane reported that Mrs. Ames had received a letter from the State that our money has been approved. Sale of bonds will proceed in September. She addressed the policy discussion about the proctoring of exams, which involve monitoring tests which lead to the renewing of certificates, distance education classes etc. Mrs. Ames said that we have never done it, but 6-8 people a week want us to proctor. Other branches hardly have anyone. It does take time and a computer must be reserved. We are trying a \$5 fee per exam. Two Board members have used proctoring services to take exams, she said. Ms. Lane reported that Mr. Terry Trotochaud, Chairman of the Endowment Board, spoke on their current initiative. Their goal is to raise \$300,000, she said. They are in a silent phase now. He asked the current board members, as well as former board members, to all consider donating. He reported that students from UGA will be working with us to develop a fundraising event. She announced that poet Rita Dove will be the speaker at the Café au Libris in October. And that in May-July 2010 there will be a Harry Potter exhibit. She also reported that the Friends raised \$5000 in the Summer Book Sale.

Ocone: Ms. Vernon spoke about the completed renovation of the Children's area, which has a totally new look. She said that Jackie Elsner is doing a great job. Next week they will be looking at the applications for Branch Librarian. She said that they are also feeling budget restraints--especially in Bogart. They have voted for a smoke-free environment at both branches. She announced a Book Sale for September 17th and 20th. There was a positive article in the newspaper about us, she said.

Madison: Mr. Nale said that they were preparing for the building construction by setting up a Board to work on it. Mr. Moak said that he had spoken with Chairman Dove about SPLOST and learned that receipts are very slow. He said that they do have some funds available. He mentioned that the Madison County Journal now lists the monthly activities of the library. Ms. Booth noted that Summer Reading attendance is down from last year.

Oglethorpe: Mr. Gresham reported that they are holding on with their

funds, and that no extra money was forthcoming from Commissioners. Attendance was down, he said. There had not been the usual steady increase. Children's use was down. Was it the economy? No one could pin it down. He said that the President of the Friends had sent out a letter saying that she was ill and couldn't attend the next meeting. There would not be a Summer meeting and the next one would be in October.

Franklin: Mr. Bowns reported that at a meeting one of the Commissioners gave a donation of \$500 to the libraries. This gesture was then followed by a listener at the meeting who matched the \$500. He said that nothing like this had ever happened before.

In her Director's report, Mrs. Ames spoke about regional statistics. All figures are up, especially computer use. She asked for anyone to let her know if they needed more outreach services or help with Talking Books. Mrs. Ames said we don't know what budget reductions will come next. We've been reduced to 25 cents per capita from 60 cents per capita. People want to donate to the library and we're going to have those donations filter to their respective counties. She said that she thought that we could maintain the level of service from last year but it will be very tight, and there will probably be more reductions. We can't plan until we know, whether it will be materials or personnel that will be most effected. We are hoping not to cut hours, but we just don't know. We have frozen positions wherever we can. We're only purchasing essential supplies this year, like paper and toner. There won't be any extravagances. We want to keep staff employed. On June 1 the building programs were done. They are 300 pages long on how the libraries will work. RFQ's went out and we had 4 responses for Madison and Royston libraries. The Site Application's are due August 15, and the Structural Studies are due on October 15. She asked that Board members promote library construction to legislators.

Unfinished Business

Ms. Simonds went over the CPA report for 2008 Agreed Upon Principles, finding by finding, found on the blue handout. One of the main results is that we must have documentation for every receivable. She said that it was a very competent audit done at a high level by Tracy Arnes. She said that Tracy was very cooperative and brought a willingness to help bring us up to where we should be. We had a good finding about filing, she said, documenting our salary letters to staff, and in our journal entries.

New Business

1. After discussion, the regional FY 2010 budget was approved by a motion from Mr. Prokasy, and second by Ms. Booth.

2. After discussion, System Services (State Funds), Materials (State Funds), Personnel (State, Local and Regional), and TBC (State Funds) were all approved by a motion from Mr. Bowns and second by Mr. Miller.

3. After discussion, authorization for the local Boards to negotiate contracts with architects was approved by a motion from Mr. Prokasy and a second by Mr. Bowns.

4. Ms. Stratton addressed the issue of scope of work for financial policies. There was a motion to approve scope of work for financial policies from a motion by Ms. Booth and a second by Mr. Gresham. Ms. Stratton said that if anyone is interested in volunteering for this to contact her. She will report in October.

Other Business

After discussion, there was a motion to change the name of the Special Needs Center to: North East Georgia Talking Books Center from a motion by Ms. Booth and second by Ms. Dunn. The motion passed unanimously.

Mr. Gresham invited everyone to see the Archeobus which had arrived for the Board to tour.

The meeting was adjourned at 5:20 PM following the announcement that the next meeting is on Oct.15, 2009.

Agenda
Athens Regional Library Board
July 16, 2009

Call to Order

Minutes of the April 16, 2009 Meeting

Staff Report: Karen Douglas, Staff Development Day Plans

Public Comment

Adopt Agenda

Financial Report

Regional Reports

Director's Report

Unfinished Business

Agreed Upon Principles for 2008

New Business

Approve FY2010 Budget

Regional Budget [Outreach]

System Services – State Funds

Materials – State Funds

Personnel – State, Regional and Local

TBC – State Funds

Construction Update [Athens, Royston, Madison County]

Authorization for local boards to negotiate contracts with architects

Scope of Work for Financial Policies

Other Business

Request to Change Name of Special Needs Center

Next Meeting October 15, 2009 at 3:30 PM

FY2009
Athens Regional Library
July 1, 2008 through June 30, 2009

| Revenue: | Budget Amount | Amount Received | Balance | % of Budget Received |
|---------------------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| <u>Regional:</u> | | | | |
| Outreach | 107,400.00 | 107,400.00 | - | 100.00% |
| Interest | 4,000.00 | 5,011.34 | (1,011.34) | 125.28% |
| Personnel | 661,255.57 | 661,255.57 | - | 100.00% |
| Materials* | 87,139.97 | 87,139.97 | - | 100.00% |
| System Services Grant | 141,019.48 | 141,019.48 | - | 100.00% |
| Special Needs Learning Center** | 127,912.22 | 127,912.22 | - | 100.00% |
| Totals | <u>1,128,727.24</u> | <u>1,129,738.58</u> | <u>(1,011.34)</u> | <u>100.09%</u> |

*Includes a \$48,975.00 Budget Reduction

** Includes \$17,000.00 Budget Reduction

| | | | | |
|------------------------------|---------------------|---------------------|------------------|---------------|
| <u>Athens-Clarke County:</u> | | | | |
| Board of Commissioners | 1,643,352.00 | 1,643,352.00 | - | 100.00% |
| City of Winterville | 13,000.00 | 18,000.00 | (5,000.00) | 138.46% |
| Fines and Fees | 88,075.00 | 103,047.18 | (14,972.18) | 117.00% |
| Outside Revenues | 83,656.00 | 15,061.35 | 68,594.65 | 18.00% |
| Interest | 6,000.00 | 5,948.62 | 51.38 | 99.14% |
| Totals | <u>1,834,083.00</u> | <u>1,785,409.15</u> | <u>48,673.85</u> | <u>97.35%</u> |

| | | | | |
|-----------------------------------|------------------|------------------|-----------------|----------------|
| <u>Franklin County:</u> | | | | |
| Board of Commissioners | 30,000.00 | 30,000.00 | - | 100.00% |
| Board of Education | 30,000.00 | 30,000.00 | - | 100.00% |
| Cities of Lavonia, Royston, Canon | - | - | - | |
| Carnesville & Franklin Springs | 28,950.00 | 26,850.00 | 2,100.00 | 92.75% |
| Transfer from Reserve | 1,090.54 | - | 1,090.54 | |
| Fines and Fees | 6,000.00 | 9,326.10 | (3,326.10) | 155.44% |
| Totals | <u>96,040.54</u> | <u>96,176.10</u> | <u>(135.56)</u> | <u>100.14%</u> |

| | | | | |
|-------------------------------|-------------------|-------------------|-------------------|----------------|
| <u>Madison County:</u> | | | | |
| Board of Commissioners | 173,015.00 | 173,015.00 | - | 100.00% |
| Fines, Fees and Copy Machines | 11,000.00 | 12,081.27 | (1,081.27) | 109.83% |
| Totals | <u>184,015.00</u> | <u>185,096.27</u> | <u>(1,081.27)</u> | <u>100.59%</u> |

Athens Regional Library
July 1, 2008 through June 30, 2009

| Revenue: | <u>Budget Amount</u> | <u>Amount Received</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|----------------------------------|---------------------------------|-----------------------------------|-----------------------|--|
| <i><u>Oconee County:</u></i> | | | | |
| Board of Commissioners | 402,515.00 | 402,515.00 | - | 100.00% |
| Board of Education | 30,000.00 | 30,000.00 | - | 100.00% |
| City of Watkinsville | 11,000.00 | 11,000.00 | - | 100.00% |
| City of Bogart | 6,000.00 | 6,000.00 | - | 100.00% |
| Fines and Fees | <u>28,000.00</u> | <u>34,808.77</u> | <u>(6,808.77)</u> | <u>124.32%</u> |
| Totals | <u>477,515.00</u> | <u>484,323.77</u> | <u>(6,808.77)</u> | <u>101.43%</u> |
| <i><u>Oglethorpe County:</u></i> | | | | |
| Board of Commissioners | 55,781.00 | 55,781.00 | - | 100.00% |
| Board of Education | 15,000.00 | 15,000.00 | - | 100.00% |
| City of Maxeys | 200.00 | - | 200.00 | 0.00% |
| City of Crawford | 500.00 | 500.00 | - | 100.00% |
| City of Arnoldsville | 500.00 | 500.00 | - | 100.00% |
| City of Lexington | 500.00 | 500.00 | - | 100.00% |
| Fines, Fees and Copy Money | 8,500.00 | 9,682.84 | (1,182.84) | 113.92% |
| Meeting Room | 300.00 | 225.00 | 75.00 | 75.00% |
| Transfer from Reserve | <u>6,402.55</u> | <u>-</u> | <u>6,402.55</u> | <u>0.00%</u> |
| Totals | <u>87,683.55</u> | <u>82,188.84</u> | <u>5,494.71</u> | <u>93.73%</u> |
| GRAND TOTALS | <u>3,808,064.33</u> | <u>3,762,932.71</u> | <u>45,131.62</u> | <u>98.81%</u> |

Athens Regional Library
FY2009
July 1, 2008 through June 30, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|-------------------------------|--------------------------|----------------------------|-----------------|---------------------------------|
| <i>Regional:</i> | | | | |
| Wages/Benefits Courier | 7,878.81 | 7,821.60 | 57.21 | 99.27% |
| Vehicle Operating & Repairs | 9,810.00 | 7,012.24 | 2,797.76 | 71.48% |
| Summer Reading Club | 4,000.00 | 4,032.65 | (32.65) | 100.82% |
| Staff Development Day | 1,500.00 | 1,341.81 | 158.19 | 89.45% |
| Debt Collection Service | 15,000.00 | 9,123.12 | 5,876.88 | 60.82% |
| Workers Compensation | 12,000.00 | 12,000.00 | - | 100.00% |
| Professional Fees* | - | 9,008.24 | (9,008.24) | |
| Postage | 7,000.00 | 7,211.24 | (211.24) | 103.02% |
| Travel | 8,807.19 | 7,239.88 | 1,567.31 | 82.20% |
| Printing and Publicity | 2,000.00 | 942.58 | 1,057.42 | 47.13% |
| Dues/Registration | 2,000.00 | 2,225.00 | (225.00) | 111.25% |
| Computer Maintenance | 2,420.00 | 413.82 | 2,006.18 | 17.10% |
| Insurance | 17,142.00 | 16,165.00 | 977.00 | 94.30% |
| Supplies | 21,842.00 | 22,543.00 | (701.00) | 103.21% |
| Personnel | 661,255.57 | 661,255.57 | - | 100.00% |
| Materials | 87,139.97 | 87,139.97 | - | 100.00% |
| System Services Grant | 141,019.48 | 141,019.48 | - | 100.00% |
| Special Needs Learning Center | 127,912.22 | 127,912.22 | - | 100.00% |
| Totals | <u>1,128,727.24</u> | <u>1,124,407.42</u> | <u>4,319.82</u> | <u>99.62%</u> |

* Accounting fees for Blackbaud conversion and professional fees for Drugfree workplace to be offset by workman's compensation discount 4%

| | | | | |
|------------------------------|---------------------|---------------------|------------------|---------------|
| <i>Athens-Clarke County:</i> | | | | |
| Outreach | 44,000.00 | 44,000.00 | - | 100.00% |
| Personnel | 1,525,735.89 | 1,517,873.01 | 7,862.88 | 99.48% |
| Operating Expenses | <u>226,896.00</u> | <u>223,536.14</u> | <u>3,359.86</u> | <u>98.52%</u> |
| Totals | <u>1,796,631.89</u> | <u>1,785,409.15</u> | <u>11,222.74</u> | <u>99.38%</u> |
| GHI savings | 37,451.11 | | | |

FY2009
Athens Regional Library
July 1, 2008 through March 31, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|---------------------------|--------------------------|----------------------------|----------------------|---------------------------------|
| <i>Franklin County:</i> | | | | |
| Outreach | 15,000.00 | 15,000.00 | - | 100.00% |
| Personnel | 71,783.31 | 71,023.21 | 760.10 | 98.94% |
| Operating Expenses | <u>7,775.00</u> | <u>5,025.59</u> | <u>2,749.41</u> | <u>64.64%</u> |
| Totals | <u>94,558.31</u> | <u>91,048.80</u> | <u>3,509.51</u> | <u>96.29%</u> |
| GHI savings | 1,482.23 | | | |
| <i>Madison County:</i> | | | | |
| Outreach | 14,900.00 | 14,900.00 | - | 100.00% |
| Personnel | 133,500.73 | 129,495.70 | 4,005.03 | 97.00% |
| Operating Expenses | <u>32,234.00</u> | <u>30,172.01</u> | <u>2,061.99</u> | <u>93.60%</u> |
| Totals | <u>180,634.73</u> | <u>174,567.71</u> | <u>6,067.02</u> | <u>96.64%</u> |
| GHI savings | 3,380.27 | | | |
| <i>Oconee County:</i> | | | | |
| Outreach | 23,000.00 | 23,000.00 | - | 100.00% |
| Personnel | 397,506.59 | 377,685.36 | 19,821.23 | 95.01% |
| Operating Expenses | <u>46,213.00</u> | <u>49,553.75</u> | <u>(3,340.75)</u> | <u>107.23%</u> |
| Totals | <u>466,719.59</u> | <u>450,239.11</u> | <u>16,480.48</u> | <u>96.47%</u> |
| GHI savings | 10,795.41 | | | |
| <i>Oglethorpe County:</i> | | | | |
| Outreach | 10,500.00 | 10,500.00 | - | 100.00% |
| Personnel | 66,056.64 | 62,694.75 | 3,361.89 | 94.91% |
| Operating Expenses | <u>9,761.00</u> | <u>5,023.38</u> | <u>4,737.62</u> | <u>51.46%</u> |
| Totals | <u>86,317.64</u> | <u>78,218.13</u> | <u>8,099.51</u> | <u>90.62%</u> |
| GHI savings | 1,365.91 | | | |
| GRAND TOTALS | <u>3,808,064.33</u> | <u>3,758,365.25</u> | <u>49,699.08</u> | <u>98.69%</u> |

Athens Regional Library In Behalf Expenditures per county

| | Annual |
|---|-------------------|
| Office Supplies | |
| Office, Computer and Processing supplies ordered through Freda | 4,515.00 |
| Computer Maintenance | |
| Admin. Time and computer support staff | 82,547.00 |
| Outreach | |
| Courier | 1,116.00 |
| Outreach Services | 1,242.00 |
| Administrative Support | |
| Bookkeeping/Administrative Staff | 88,421.00 |
| Consulting | 17,482.00 |
| Technical Services | 31,037.00 |
| Debt Collection Service | 800.00 |
| Postage *(postage is minimal as each branch has its own postage budget) | 100.00 |
| Printing and publicity | 400.00 |
| Summer Reading Club | 800.00 |
| Dues/Registration | |
| Ga. Library Association | 60.00 |
| Ga Council of Public Libraries (portion) 1200/8 | 150.00 |
| EVERGREEN Cost for maintenance of terminals | |
| Galileo Access fee | 275.00 |
| Training - EVERGREEN staff training and EVERGREEN support staff | 25,030.00 |
| Technical Support | |
| T-1 line x 2 (each line costs approx. \$20,000 - State of Georgia funded) | 40,000.00 |
| State Materials | |
| 25 cents per capita FY10 | |
| Clarke | 27,661.75 |
| Franklin | 5,820.00 |
| Madison | 7,589.50 |
| Oconee | 8,100.50 |
| Oglethorpe | 3,762.75 |
| Regional | 67.70 |
| Insurance | |
| Workman's Comp - | 2,600.00 |
| Insurance for Materials | 2,087.00 |
| Insurance for Furnishings | 3,005.30 |
| TOTAL | 354,669.50 |

**Athens Regional Library System proposed Scope of Work for reviewing current
and developing new financial policies**

- I. Review/Update current financial policies to conform to Board of Regents
Financial policies.**
- II. Accounting and adhering to Generally Accepted Accounting Principles**
- III. Respond to stated comments from Auditors**
- IV. Provide recommendations for adoption at October Board meeting**
Procedures on:
 - Cash Management**
 - Purchasing**
 - Distribution of Funds**
 - Check signing/writing**
 - Investments**
 - Budgets**
 - Asset Management**
 - Travel**
 - Contracts**
 - Board Responsibility**

Grants Athens Regional Library FY2009

| Source of Funding | Description | Amount |
|--|---|-------------------|
| "Let's Talk About it" Jewish Lit Grant | Jewish Literature Grant | 2,000.00 |
| ACCL FOL | Wish List FY09 does not include "Live@ Library" and other programming | 22,070.00 |
| ACCL SPLOST | Materials Grant FY2009 | 88,751.00 |
| American Library Association | "Forever Free Abraham Lincoln" | 1,000.00 |
| Athens-Clarke County Endowment | Gifts for materials | 48,000.00 |
| Clarke-Oconee Geneological Society | Donation for new printer | 5,630.00 |
| Finra Investor Education Foundation | "Smart Investing @ your Library" | 94,510.00 |
| ALA Gates Foundation Grant | "Best Small Library in America" nominee | 4,700.00 |
| Libri Foundation | Materials Grant - * Value of Materials Donated | 1800.00* |
| Madison-Morgan Cultural Center | "Telling My Own Story Graphic Novel Project" | 223.00 |
| Madison-Morgan Cultural Center | Scottish Festival Grant | 2,000.00 |
| Madison-Morgan Cultural Center | Madison County "Music and More at the Library" | 1,200.00 |
| The Arts Council - Gainesville | Franklin County Libraries "Explore Art through Children's Books" | 1,194.19 |
| Madison-Morgan Cultural Center | Oglethorpe Library "Telling My Own Story Graphic Novel" | 203.24 |
| Plum Creek Timber Company Grant | Oconee County SRC | 780.00 |
| National Endowment for the Humanities | Picturing America pictures for Pinewoods and ACCL | - |
| Emmanuel Episcopal Thrift House | Materials grant | 1,500.00 |
| Royston Friends of the Library | Summer Intern Grant - Gift | 600.00 |
| Lavonia Friends of the Library | Summer Intern Grant - Gift | 590.00 |
| Athens One Foundation | Materials Grant | 85.95 |
| Rotary Club of Athens | Donation | 1,000.00 |
| ATT E-Rate | Grant for reduction in telephone costs | 407.30 |
| Athens Rotary West | Pinewoods Equipment Grant | 2,081.00 |
| Board of Regents GOLD | | 289.50 |
| Cl. County School District | Project Horizons Storytelling Grant | 5,000.00 |
| TOTAL | | 283,815.18 |

Regional Proposed Budget FY2010

DRAFT 07/14/09 mfs

Revenue:

Regional:

| | FY2009 Budget <u>Amount</u> | FY2010 Budget <u>Amount</u> |
|---------------------------------|--|--|
| Outreach | 107,400.00 | 107,400.00 |
| Interest | 4,000.00 | 4,000.00 |
| Carry over from FY09 | | 4,752.00 |
| Personnel | 661,255.57 | 661,255.57 |
| Materials* | 87,139.97 | 53,002.20 |
| System Services Grant | 141,019.48 | 143,959.62 |
| Special Needs Learning Center** | 127,912.22 | 131,091.20 |
| Totals | <u>1,128,727.24</u> | <u>1,105,460.59</u> |

*Includes a \$48,975.00 Budget Reduction

** Includes \$17,000.00 Budget Reduction

Expenditures:

Regional:

| | Budget <u>Amount</u> | Budget <u>Amount</u> |
|-------------------------------|---------------------------------|---------------------------------|
| Wages/Benefits Courier | 7,878.81 | 8,055.81 |
| Vehicle Operating & Repairs | 9,810.00 | 9,810.00 |
| Summer Reading Club | 4,000.00 | 4,000.00 |
| Staff Development Day | 1,500.00 | 1,500.00 |
| Debt Collection Service | 15,000.00 | 15,000.00 |
| Workers Compensation | 12,000.00 | 12,000.00 |
| Professional Fees* | - | 4,575.00 |
| Postage | 7,000.00 | 7,000.00 |
| Travel | 8,807.19 | 8,807.19 |
| Printing and Publicity | 2,000.00 | 2,000.00 |
| Dues/Registration | 2,000.00 | 2,000.00 |
| Computer Maintenance | 2,420.00 | 2,420.00 |
| Insurance | 17,142.00 | 17,142.00 |
| Supplies | 21,842.00 | 21,842.00 |
| Personnel | 661,255.57 | 661,255.57 |
| Materials | 87,139.97 | 53,002.20 |
| System Services Grant | 141,019.48 | 143,959.62 |
| Special Needs Learning Center | 127,912.22 | 131,091.20 |
| Totals | <u>1,128,727.24</u> | <u>1,105,460.59</u> |

Revenue over (under) expenditures

| | |
|---|---|
| - | - |
|---|---|

State Materials Grant FY2009

| | FY2009 | FY2010 |
|-----------------------|------------------|------------------|
| State Materials Grant | <u>87,193.97</u> | <u>53,002.20</u> |

| County | FY2009 .35CENTS PER CAPITA | | FY2010 .25 CENTS PER CAPITA | | REDUCTION |
|------------|----------------------------|-----------|-----------------------------|-----------|-----------|
| | Population | Amount | Population | Amount | |
| Clarke | 102,300 | 35,805.00 | 110,647 | 27,661.75 | 8,143.25 |
| Franklin | 22,476 | 7,866.00 | 23,280 | 5,820.00 | 2,046.00 |
| Madison | 29,721 | 10,402.35 | 30,358 | 7,589.50 | 2,812.85 |
| Oconee | 31,566 | 11,044.60 | 32,402 | 8,100.50 | 2,944.10 |
| Oglethorpe | 14,697 | 5,143.95 | 15,051 | 3,762.75 | 1,381.20 |
| Regional | 200,760 | 16,932.07 | 211,738 | 67.70 | 16,864.37 |
| | | 87,193.97 | | 53,002.20 | |

STATE REGIONAL SYSTEM SERVICES GRANT FY2010

State Regional System Services Grant Budget Proposal FY2010

| Revenues | 2009 | 2010 |
|--------------------------------------|-------------------|-------------------|
| State Regional System Services Grant | <u>141,019.48</u> | <u>143,959.62</u> |
| Expenditures | | |
| State Regional System Services Grant | 104,976.96 | 107,367.05 |
| Benefits (personnel) | <u>36,042.52</u> | <u>36,592.57</u> |
| Total | <u>141,019.48</u> | <u>143,959.62</u> |
| Revenues over (under) Expenditures | - | - |

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Special Needs Center FY2010 Proposed Budget

Revenues

State Grant Special Needs Center

FY2009

127,912.22

FY2010

131,091.20

Expenditures

Salaries

90,260.63

93,322.27

Benefits

25,508.77

25,626.11

Travel

-

-

Supplies

-

-

Printing

1,142.82

640.00

Electricity

10,000.00

10,000.00

Postage

-

-

Telephone

1,000.00

1,502.82

Materials

-

-

Equipment repair and maintenance

-

-

Computer supplies

-

-

127,912.22

131,091.20

DRAFT 07/15/09 MFS

TRACY ARNER

CERTIFIED PUBLIC ACCOUNTANT

Kathryn Ames, Director, and
Athens Regional Library Board
2025 Baxter Street
Athens, GA 30606

Independent Accountant's Report
On Applying Agreed-Upon Procedures

I have performed the procedures enumerated below, which were agreed to by the Management and Library Board of Athens Regional Library System for the year ended June 30, 2008. Library's management is responsible for the subject matter and criteria against which the subject matter was evaluated. The procedures performed were those agreed to by Library management and the Library Board. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures performed and findings are listed below -

1. Verify cash on deposit at financial institutions as well as petty cash are reconciled and agree to the System's general ledger and amounts reported to GPLS for the year ended June 30, 2008. Also, randomly select one other month for verification that reconciliation was performed to reconcile cash per the financial institution to the general ledger.

Findings – Reconciled cash balance for the SunTrust Operating account included \$269,741.71 in outstanding checks at June 30, 2008. Only \$ 210,063.77 cleared the bank through August 2008. In addition, \$47,076.41 in checks were written off as of June 30, 2008 but were not approved for write off until October 2008. All of these funds were added to the Regional cash balance. None were remitted to the Georgia Department of Revenue, Unclaimed Property Division as required by Georgia Code Section 44-12-194.

The audit engagement for FY2007 was conducted in October of 2008 (FY2009). Although these outstanding checks have been carried forward in previous years, the auditors found in FY2007 that management should take proper measurements to remove the checks from the general ledger. Management requested that the board approve the write off of these outstanding checks in October of 2008. It was done retro –actively via journal entry in June of 2008 in order to correct the issue in FY2008. Management recognizes that any checks over 180 days old will not clear the bank anyway because of our checking account security policy with the banking institution. However, in an attempt to resolve this issue, a detailed spreadsheet has been created in order to determine the fund that the check came out of when written and apply the voided check to that particular account, not to be totaled into regional funds. To avoid this in the future, ARLS will evaluate all outstanding checks on a semi-annual basis to determine the exact nature of each outstanding check on the general ledger. We have already contacted 82 vendors to confirm account status. Also, we have determined that \$24,929.26 in funds are confirmed voided checks.

A SunTrust Operating Account reconciliation was not available for October 2007.

The library did do a bank reconciliation for this month. However, because of the accounting software that was used during FY2008, Fundware, the bank reconciliation list of outstanding checks has been importing erroneous journal entries and voided checks that should not be included on the reconciliation report. Therefore, the bank reconciliation module did not tie to the general ledger. The detailed spreadsheet mentioned above along with a new accounting software implemented (Blackbaud) during FY2009 will reconcile this issue.

Bank reconciliations are not reviewed by the Library Director.

Bank reconciliations are reviewed by Library Director in FY2009.

Petty cash purchases are made from incoming cash receipts.

Petty cash accounts were established at each location during June 2009 in order to comply with Audit standards. Policy prohibiting petty cash purchases from cash receipts will be established during FY09. These accounts will be reconciled monthly in order to comply with recommendation(s) stated below.

Recommend vendors for outstanding checks be contacted to determine if payment is owed and documentation obtained prior to removing check from outstanding listing. Checks that remain outstanding beyond five years should be remitted to the Georgia Department of Revenue, Unclaimed Property Division.

Recommend account reconciliations be performed monthly for all bank accounts and reviewed by the Library Director.

Recommend a separate Petty Cash fund be securely, maintained at a fixed amount for small purchases of a predefined amount. Petty cash should be reconciled monthly to the general ledger.

2. Verify investments and cash on deposit at year end were in accordance with provisions of State law and verify deposits were properly collateralized at June 30, 2008.

Findings – Certificates of Deposit with Athens First Bank and Trust were not collateralized in accordance with Georgia Code Section 45-8-12. In addition, the trial balance listed a certificate of deposit balance of \$ 136,944.65 with a conflicting amount of \$130,703.16 reported in the account detail. The Bank confirmed \$130,703.16 as the correct account balance. Bank of America did not respond to confirmation requests for certificate of deposit balances of \$22,512.75 and \$77,751.81; therefore, I was unable to confirm account balances or collateralization.

Confirmation statements for all accounts have been sent out June 15, 2009 in order to verify collateralization of each account for FY2009. Blackbaud accounting software has been in use since April 2009 in order to correct investment posting error to general ledger.

Recommend assurance be obtained from the Bank regarding current collateralization and request evidence of collateral pledged.

Library has changed accounting software during the current fiscal year which should resolve the issue with conflicting data.

3. Perform a test of receipts to verify adequate supporting documentation exists and amounts were properly recorded in the general ledger for a sample of five to fifteen (5-15) deposits for the fiscal year ended June 30, 2008, depending on the volume of activity. Receipting procedures will be reviewed to ascertain whether they were followed for the items tested.

Findings – Adequate supporting documentation was not filed with six of ten cash receipts tested. One receipt did not have supporting documentation of accounts posted.

Since the AUP engagement, ARLS has sampled cash receipts forms from 12 libraries and is using these as a template for management procedures in order to comply with this finding. An Evergreen report that shows a detail of lost materials must be used in order to reconcile to the cash report to the collections. The account numbers for are now listed by deposit and filed with the deposit receipts in order to comply with audit standards.

Recommend all supporting documentation be filed with cash receipts with an accompanying listing of account numbers credited.

4. Perform a test of disbursements to verify that supporting documentation exists for a sample of from fifteen to thirty (15-30) expenditures for the fiscal year ended June 30, 2008. Attributes tested will include verification of: eligibility, supporting documentation (invoice, contract, etc.), proper approval, and recording in the general ledger. Expenditure procedures will be reviewed to see if they were followed for the items tested.

**Findings – Payments made by bank drafts were not approved by Director.
Recommend Director approve all bank drafts.**

All bank drafts are now approved by Director.

Out of twenty-seven items tested, two were incorrectly posted. One of the posting errors was to fund balance. All expenditure transactions should flow through the operating statement as expenditures. If necessary, the board should approve budget adjustments for additional funds received after the initial approval.

The posting to fund equity in account 101 was for Athens- Clarke County SPLOST construction funds for architect's fees in order to comply with the project being "shovel ready" by the time it came before the Governor's budget recommendation process. The board approved the expenditure to come from fund balance because it would be (and was) reimbursed by the commission in FY09. For future accountability, no expenditures will be posted to fund balance as recommended below. An expenditure account will have to be set up for activities that will be reimbursed in the future.

Recommend fund balance accounts be reviewed each year to ensure no activity is posted to the account.

5. Perform a test of employee compensation on a sample basis to ascertain amounts were allowable per funding source and to ascertain that properly approved documentation is available to support amounts paid during the fiscal year ended June 30, 2008.

Findings – I did not note any exceptions as a result of my procedures.

6. Verify a sample of payroll tax withholdings and employee benefits to ascertain liabilities were properly remitted in a timely manner during the fiscal year ended June 30, 2008.

Findings – I did not note any exceptions as a result of my procedures.

7. Verify all payments made to the Director of the System for the fiscal year ended June 30, 2008 were allowable per the funding source and properly supported to include: determination of

eligibility, approval, expenditure/disbursement documentation, and recording in the general ledger.

Findings - I did not note any exceptions as a result of my procedures.

8. Verify all State Grant funds received by the System including those for salaries and benefits, materials, system services, repairs and maintenance, talking book centers and contracts were completely expended during the grant period. Obtain detailed listing of amounts recorded in the general ledger and verify that items selected for testing in steps 4 and 6 above included eligibility testing for expenditures made from each type of State Grant fund received. If necessary, additional items will be selected to ensure expenditures are tested for eligibility in each category of State Grant funds received.

Findings – I did not note any exceptions as a result of my procedures.

9. Perform a test of journal entries to verify proper approval and documentation exists for a sample of ten (10) journal entries recorded in the general ledger for the fiscal year ended June 30, 2008.

Findings – I did not note any exceptions as a result of my procedures.

10. Verify that a current bond has been obtained for an adequate amount, as determined by the board of trustees and recorded in the minutes, on the library director, the treasurer of the board of trustees, or other officials and employees authorized to handle funds.

Findings – I did not note any exceptions as a result of my procedures.

11. Other matters that came to my attention in reviewing the fund level financial statements.

Findings – In reviewing the fund level financial statement, I determined the beginning fund balance for the governmental funds did not agree to the audited ending balance of the same funds for the fiscal year ended June 30, 2007. The difference was substantial and is most likely the cause of current year entries posted directly to the fund balance, as well as failure to post audit adjustments from the prior year.

A report from the Georgia Department of Audits showing the journal entries made by the previous auditors in order to tie beginning fund balance to the financial statements was obtained and will be used during FY09 for the ending fund balance as it reconciles to the government wide financial statements.

Recommend assistance be obtained to reconcile the beginning fund balance to the prior year ending fund balance and to reclassify entries posted to fund balance which should correctly be posted to operating accounts.

I was not engaged to and did not conduct an examination, the objective of which would be the

expression of an opinion on the subject matter of the agreed upon procedures pertaining to Athens Regional Library. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the information and use of the management and library board of Athens Regional Library and distribution to local funding agencies and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully Submitted,

Tracy Amer

Certified Public Accountant

May 28, 2009

Contact: Rhiannon Eades
Public Relations Specialist
Athens-Clarke County Library
Phone: (706) 613-3650, ext. 336
E-mail: reades@athenslibrary.org
<http://www.clarke.public.lib.ga.us/>

FOR IMMEDIATE RELEASE
June 30, 2009

Athens Regional Library System announces book-buying budget cuts

ATHENS – The Athens Regional Library System, which includes libraries in five Northeast Georgia counties, faces a 59% decrease in state funding for buying books and materials for Fiscal Year 2010, which starts Wednesday.

Last year's state materials grant provided the system \$129,000 to buy books, DVDs, CDs and other materials. This year, the budget has been cut to about \$53,000, or 25 cents per person who lives in the five counties served by ARLS. In Fiscal Year 2009, ARLS reported total circulation of more than 1.5 million books, DVDs, CDs and other materials.

"This reduction means that the library system will be able to purchase a lot fewer books in the coming year," said ARLS Director Kathryn Ames. "We will have to make many tough decisions this year, and every book to be purchased will be considered carefully."

Many of the counties served by ARLS have limited local funds this year, which will help support book purchases. Athens SPLOST funds will provide approximately \$130,000 for Athens libraries. Also, because ARLS libraries are members of PINES, Ames says patrons will continue to be able to request titles from other libraries around the state through interlibrary loans.

However, the budget cuts could become deeper as the state's financial outlook continues to decline, Ames says.

"Thank goodness for our Friends of the Library groups," Ames said. "They have always been so supportive of our 11 libraries by purchasing those items that the regular budget simply cannot stretch to buy."

People who would like to help ARLS libraries are advised to become a member of their local library's Friends group. Information about membership is available at each ARLS branch or online at www.clarke.public.lib.ga.us/arlsl/support/index.html.

You may also make a donation to your local Friends group in one of the suggested amounts to put a book on your library's shelf:

- Children's book: \$20.00
- Adult Fiction: \$18.00
- Adult Nonfiction: \$22.00
- DVD: \$16.00
- Book on CD: \$30.00
- Large print Book: \$22.00
- Graphic novel: \$13.00
- Young Adult Fiction: \$19.00

People who would like to support the Athens-Clarke County Library also have the option of donating to the Library's Endowment Fund.

###

Athens Regional Library System FY05-09

2005 2006 2007 2008 2009

Circulation

Athens-Clarke County

% Increase

Athens

583,447 575,980 567,810 593,886 640,399 9.76%

Winterville

11,284 12,644 12,186 16,324 20,262 79.56%

East Athens

5,684 7671 10,885 9,737 8,238 44.93%

Pinewoods

2,121 7512 12449 21,233 20,046 845.12%

Lay Park

11,306 11037 12,676 13,245 13,060 15.51%

Outreach

2,891 8,676 2,820 5,497 3,637 25.80%

Franklin County Libraries

Lavonia-Carnegie

17,027 18,342 19,310 21,560 24,562 44.25%

Royston

33,644 33,155 32,982 35,898 42,059 25.01%

Outreach

1,119 1,081 673 1,983 1,537 37.35%

Madison County Library

54,230 66,629 66,890 77,463 84,459 55.74%

Outreach

4,092 2,872 957 1,879 1,161 -0.716276 Decrease

Oconee County Libraries

Oconee County

137,179 136,913 149,842 168,563 182,502 33.04%

Bogart

33,003 35,316 34,075 42,002 46,092 39.66%

Outreach

534 270 216 166 384 -28.09% Decrease

Oglethorpe Library

37,169 37,088 37,669 40,926 45,248 21.74%

Outreach

1,610 1,611 544 1,051 937 -41.80% Decrease

Attendance

Athens-Clarke County

Athens

| | | | | | |
|---------|---------|---------|---------|---------|------------|
| 601,970 | 608,995 | 606,692 | 648,093 | 714,254 | 19% |
|---------|---------|---------|---------|---------|------------|

Winterville

| | | | | | |
|-------|-------|-------|-------|-------|------------|
| 5,182 | 5,843 | 6,988 | 7,380 | 8,930 | 72% |
|-------|-------|-------|-------|-------|------------|

East Athens

| | | | | | |
|-------|-------|-------|-------|-------|------------|
| 3,473 | 3,767 | 4,241 | 4,888 | 6,231 | 79% |
|-------|-------|-------|-------|-------|------------|

Pinewoods

| | | | | | |
|-------|--------|--------|--------|--------|----------------|
| 2,857 | 13,889 | 26,543 | 22,239 | 22,436 | 752.85% |
|-------|--------|--------|--------|--------|----------------|

Lay Park

| | | | | | |
|-------|-------|--------|-------|--------|------------|
| 8,657 | 6,061 | 10,397 | 8,851 | 11,268 | 30% |
|-------|-------|--------|-------|--------|------------|

Franklin County Libraries

Lavonia-Carnegie

| | | | | | |
|--------|--------|--------|--------|--------|-------------|
| 21,532 | 38,765 | 42,104 | 44,152 | 46,200 | 115% |
|--------|--------|--------|--------|--------|-------------|

Royston

| | | | | | |
|--------|--------|--------|--------|--------|-------------|
| 31,993 | 50,899 | 53,951 | 62,153 | 64,197 | 101% |
|--------|--------|--------|--------|--------|-------------|

Madison County Library

| | | | | | |
|--------|--------|--------|--------|---------|-------------|
| 30,240 | 75,834 | 91,542 | 99,139 | 100,505 | 232% |
|--------|--------|--------|--------|---------|-------------|

Oconee County Libraries

Oconee County

| | | | | | |
|---------|---------|---------|---------|---------|------------|
| 156,497 | 161,539 | 175,354 | 202,518 | 213,102 | 36% |
|---------|---------|---------|---------|---------|------------|

Bogart

| | | | | | |
|--------|--------|--------|--------|--------|------------|
| 40,897 | 49,474 | 52,647 | 56,562 | 51,159 | 25% |
|--------|--------|--------|--------|--------|------------|

Oglethorpe Library

| | | | | | |
|--------|--------|--------|--------|--------|-------------|
| 29,797 | 62,224 | 69,773 | 71,994 | 68,336 | 129% |
|--------|--------|--------|--------|--------|-------------|

Computer Use

Athens-Clarke County

Athens

| | | | | | |
|---------|---------|---------|---------|---------|---------------|
| 204,760 | 217,463 | 241,820 | 215,389 | 249,567 | 21.88% |
|---------|---------|---------|---------|---------|---------------|

Winterville

| | | | | | |
|-------|-------|-------|-------|-------|---------------|
| 2,552 | 2,677 | 2,710 | 2,487 | 3,194 | 25.16% |
|-------|-------|-------|-------|-------|---------------|

East Athens

| | | | | | |
|-------|-------|-------|-------|-------|----------------|
| 1,520 | 1,396 | 1,589 | 2,398 | 3,377 | 122.17% |
|-------|-------|-------|-------|-------|----------------|

Pinewoods

| | | | | | |
|-------|-------|--------|--------|--------|----------------|
| 1,795 | 9,337 | 15,633 | 14,031 | 15,319 | 874.99% |
|-------|-------|--------|--------|--------|----------------|

Lay Park

| | | | | | |
|-------|-------|-------|-------|-------|----------------|
| 1,265 | 1,274 | 1,662 | 2,031 | 3,235 | 155.73% |
|-------|-------|-------|-------|-------|----------------|

Franklin County Libraries

Lavonia-Carnegie

| | | | | | |
|-------|-------|--------|--------|--------|----------------|
| 7,109 | 9,461 | 11,708 | 14,540 | 17,174 | 141.58% |
|-------|-------|--------|--------|--------|----------------|

Royston

| | | | | | |
|-------|--------|--------|--------|--------|----------------|
| 9,670 | 13,021 | 14,698 | 16,154 | 19,455 | 101.19% |
|-------|--------|--------|--------|--------|----------------|

Madison County Library

| | | | | | |
|--------|--------|--------|--------|--------|---------|
| 16,145 | 25,123 | 37,249 | 34,606 | 33,904 | 110.00% |
|--------|--------|--------|--------|--------|---------|

Oconee County Libraries

Oconee County

| | | | | | |
|--------|--------|--------|--------|--------|--------|
| 42,174 | 40,113 | 44,754 | 49,622 | 59,206 | 40.39% |
|--------|--------|--------|--------|--------|--------|

Bogart

| | | | | | |
|-------|-------|-------|-------|--------|---------|
| 5,495 | 7,080 | 8,255 | 9,651 | 13,009 | 136.74% |
|-------|-------|-------|-------|--------|---------|

Oglethorpe Library

| | | | | | |
|-------|--------|--------|--------|--------|---------|
| 9,433 | 12,672 | 14,871 | 23,174 | 24,166 | 156.19% |
|-------|--------|--------|--------|--------|---------|

**Athens Regional Library System
Outreach Services**

FY09 TOTALS
July 1, 2008 - June 30, 2009

| | Athens-Clarke | Franklin | Madison | Oconee | Oglethorpe | ARLS Totals |
|---|--|-------------|-------------|------------|------------|----------------|
| Deliveries (number of visits) | | | | | | |
| Number of Deliveries to Adults | 201 | 19 | 56 | 30 | 30 | 336 |
| Deliveries to Children | 5 | 0 | 8 | 0 | 0 | 13 |
| Institutional Deliveries (retirement homes, daycares, jails, deposit collections, etc.) | 67 | 0 | 11 | 6 | 5 | 89 |
| Total Deliveries | 273 | 19 | 75 | 36 | 35 | 438 |
| Circulation (number of items checked out) | | | | | | |
| Adult | 2666 | 1537 | 984 | 384 | 937 | 6508 |
| Children | 971 | 0 | 177 | 0 | 0 | 1148 |
| Total Circulations | 3637 | 1537 | 1161 | 384 | 937 | 7656 |
| Reference, etc. | | | | | | |
| Total Questions Answered | 247 | 31 | 59 | 41 | 46 | 424 |
| Total Volunteer Hours | 23 | 7 | 10 | 5 | 3 | 48 |
| Programs | <i>Note: Programming responsibilities switched to A-CC Children's Area after November 2008</i> | | | | | |
| Programs presented | 44 | 0 | 0 | 0 | 0 | 44 |
| Adults attending | 85 | 0 | 0 | 0 | 0 | 85 |
| Children attending | 748 | 0 | 0 | 0 | 0 | 748 |
| Total Program Attendance | 833 | 0 | 0 | 0 | 0 | 833 |

**Director's Report
Athens Regional Library Board
July 2009**

The budget news continues to be grim. In June, we were advised by the state library that our budget would be reduced by 4%. Since this message, an additional 4% reduction of the entire state budget has been announced. This was taken from our materials budget. We have determined the Reductions as follows:

| | |
|-------------------|------------------------------|
| Clarke County: | \$8144 reduction to \$27,661 |
| Franklin County: | \$2046 reduction to \$5,820 |
| Madison County: | \$2813 reduction to \$7,589 |
| Oconee County: | \$2948 reduction to \$8,100 |
| Oglethorpe County | \$1382 reduction to \$3,763 |

Thank goodness for SPLOST in Athens and the Friends in all of our counties. This will be a very difficult year and we will appreciate every donation from the community and from other sources. The greatest reduction will be in the Regionwide materials portion of the grant which we use to purchase Galileo access for all computers, additional databases, software to monitor computers throughout the system, firewalls, network security software, and other shared packages.

**STATE OF GEORGIA
OFFICE OF THE GOVERNOR**

Sonny Perdue
GOVERNOR

For Immediate Release
of Communications, (404) 651-7774
Friday, July 10, 2009

Contact: Office

Governor Perdue Announces June Revenue Figures

ATLANTA - Governor Sonny Perdue announced today that net revenue collections for the month of June 2009 (FY09) totaled \$1,364,350,000 compared to \$1,618,879,000 for June 2008 (FY08), a decrease of \$254,529,000 or 15.7 percent. The percentage decrease year-to-date for FY09 compared to FY08 is 10.5 percent.

From the State Library:

Directors, good afternoon. We have received the following message from Chancellor Davis regarding the FY2010 and FY2011 budgets:

"We have had a number of conversations over the past week with executive branch budget officials, legislative branch budget officials, and legislative leaders. We are hearing a consistent message:

- The June revenue report will not indicate a stabilization in state revenue collections.
- We should expect an FY2010 budget reduction of more than the 3% already anticipated---5% to 6% is the frequently cited range.
- We will again be required to submit budget reduction plans as part of the budget request process.

Therefore, for planning purposes at this time, your institution should be preparing a 6% budget reduction plan for FY2010, reductions that would carry over into FY2011."

The senior leadership at GPLS is beginning to examine our budgets to determine how this latest required reduction will be handled. As soon as we have additional information, we will share it with you.

Until we know where the mandated reductions will be taken, we cannot plan effectively. We may be asked to once again absorb the reductions in the materials grant. We may be required to take the reductions in the Systems Services Grant program which will impact our courier program, outreach, summer reading for next summer. Or we may be told to put all staff on furlough for a part of the day. I have frozen as many positions as viable, directed that we will order only essential supplies, and asked that staff be reasonable in their expectations. If the budget reductions impact the Personnel Grant or the System Services Grant, we will need to convene a meeting to determine exactly how to reduce expenditures. Furloughs or lay-offs may be indicated.

Much of the last quarter was spent helping our library boards define and refine the message we wanted our funding agencies to hear. Board members and I met with many local agencies to discuss how the library is responding to the economic crisis by providing computers, broadband access, instruction in use of computers, reading programs, afterschool assistance for children and a myriad of other services—true grassroots economic development! People are coming to the library for all sorts of services and this seems to have resonated with commissioners. In fact, Athens-Clarke County Commissioner Kathy Hoard quotes library statistics regularly and has been amazed by the use of our computers. We are beginning to replace the computers funded by the ACC budget now.

In the meantime, we must continue to provide the services our patrons expect. This quarter has been quite busy as the system prepared for the Summer Reading Club and the many busy and fun activities that go along with it. The planning has paid off with large crowds and children who not only are reading books, but enjoying the library.

The preparations for the FINRA grant continue. We have hired Teri Hanna who has taught financial education programs in the past. This grant covers Teri's salary, travel to GED program sites, and instruction to students. Teri and Trudi Green are working with the Athens-Clarke Literacy Council to develop a scholarship program for those who take our classes and are ready to take the GED exam. In addition, we are

forming an advisory committee to work with us to provide visibility and guidance as we seek to expand this program. That committee will meet on August 4.

My term as chairman of RPLAC will end this month. The budget consumed most of our work this year, and a brochure of the accomplishments and the goals is attached. As a result of the budget declines, we are considering formation of a 'super district' library system including the Piedmont Library, Uncle Remus, Hart County and Elbert County to share some services. We will be working with Carl Vinson Institute of Government to determine the best possible services to merge. This is the result of an effort to streamline some services and to avoid duplication. Some limited federal funds may be available once we have the project better defined. Each member system will retain its local services and will concentrate on those activities that every library must provide using state funds.

The Athens Regional Library System has been officially notified that bonds for the Athens project will be scheduled for sale in early Fall 2009. The SPLOST project managers have been discussing requirements for the project with the state library construction office and the county. A new contract with David Moore will be executed at the August meeting of the Commissioners and then we will be ready to finalize the design and start work on the bid documents. I have attended several "green" or LEED building programs and will be emphasizing that while there may be a higher initial cost, the long-term operational costs will be our greatest concern. Replacing our heating and air conditioning system in the existing building and upgrading the lighting will be major issues that must be addressed. Once the contract is approved and signed, we will need to have several meetings with the architects to finalize all decisions.

In other construction news, we continue to work with the Madison County and Royston projects. Deadlines for other construction projects loom. Building programs for Royston and Danielsville were due on June 1; these were completed, approved by the local library boards, and submitted to GPLS by the due date. We are now working on the site applications due by mid-August, financial assurances due in September, and structural studies due in October. We have issued the Request for Qualifications for Architectural Services with 4 full responses to each project and will be hiring architects for both projects by early September.

We are also moving towards hiring a new Oconee County Librarian responsible for the two Oconee branches. Applications have closed and the Oconee Board will be moving towards selecting candidates for interview next week. Jackie Elsner, our system-wide children's librarian, has been acting as interim librarian. Clare Auwarter who plans to retire in March has moved back to Athens to focus on development for the next few months. We are working on several major grants and partnerships and she will focus her attention on these projects.

I attended a Fundraising Workshop last Friday. It was interesting and reinforced much of what I'd learned before. The way to raise money is by identifying those people in the community who have money, build a strong statement of need, and then ask them

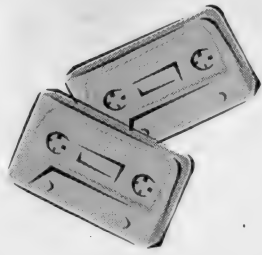
directly. Several libraries have what they call the Annual Fund which uses both direct mail to library card holders and personalized appeals. The keys to making the Annual Fund a success include:

- Cull the database for duplicates and inaccuracies
- Develop a one page compelling letter signed by the Chairman
- Include a response card
- Use first class postage
- Hand address envelopes
- Individualize solicitations for the top donors and prospects

While in Chicago for the Fundraising Workshop, I also visited the exhibits on display at the American Library Association meetings. This year, the emphasis is on handling materials and RFID systems. I have asked that the vendors send me their case studies on the "return on investment" for such systems. At our budget hearing, Commissioner Ed Robinson expressed interest in such a system. I believe that this might be a good capital project for an upcoming SPLOST and would enable us to continue to purchase library books with SPLOST funds. An estimate for the system, which includes such things as self-check out units, gates, inventory control, check-in materials handling unit and sorter, and a unit to manage debit/credit/cash payments would be in the range of \$350,000 plus the cost of tags that would be added to each book. This could enable us to eliminate the equivalent of two full-time clerical positions and change the dynamic at the front door which we need.

I have spoken at length with the state library about the economic stimulus bill. As of now, GPLS plans to focus only on broadband access in rural areas. Athens may or may not qualify, but the rest of the region definitely would meet the definitions. The original plan was to go to areas where there was a major state university and link the library to the universities via a fiber optic cable system. This would improve access in Athens significantly. However, now the concern is that this may not be the solution that is fundable. One of the major issues is that we need far more access for various computer applications than we can handle now; it may be that we move the center of our broadband program to another more rural county. I plan to pursue one other aspect of economic stimulus funding focusing on building upgrades with the hope that we could improve some in the region. Rep. Paul Broun is hosting a grant program at the Georgia Center in late July featuring representatives from agencies that offer grants. Clare Auwarter and I plan to attend!

The library staff is doing excellent work this busy summer. As you know, we continue to see growth in all types of use which puts stress on everyone to get the books in and shelved and checked out again. A staff committee is planning Staff Development Day which will be October 22. We will feature a futurist from Oglethorpe University and have invited Rep. Bob Smith to talk for 10 minutes about his view of libraries of the future. Following these two presentations, the staff will attend programs they have identified as important learning opportunities. And of course, we will have food and prizes! SDD Team Leaders this year are Karen Douglas, Natalie Wright, and Clare Auwarter.



SPECIAL NEEDS LIBRARY of Northeast Georgia

2025 Baxter Street, Athens, Georgia 30606-6331

(706) 613-3655

(800) 531-2063

specialneedslibrary@athenslibrary.org

Name Change Proposal for the Special Needs Library of Northeast Georgia

July 14, 2009

The staff of the Special Needs Library of Northeast Georgia is requesting a name change for the department. We have had numerous complaints from our patrons about the negative impression our name conveys. They resent the implication of being associated with a service for Special Needs and the segregation to a separate library.

As we are affiliated with the National Library Service's Talking Books program, we would like to be known as either the Athens Talking Book Center or the Talking Book Center of Northeast Georgia. We feel the first name is shorter and easier to remember, and also answers one of our most popular patron questions - "Is this the Talking Book Center in Athens?" The second name identifies our coverage area, but is longer for patrons to remember and is somewhat vague. However, both names more accurately reflect our center's purpose and are less offensive to our patrons, who have routinely asked for this change.

Thank you for your consideration in this matter.

gms

NOTES....ATHENS REGIONAL LIBRARY SYSTEM TRUSTEES MEETING, JULY 16, 2009.....PRESENTATION OF SCOPE OF WORK

"Why should I be interested?

Trustees have five major areas of responsibility according to the Georgia Public Library System Trustee Manual

Finance, Policy, Planning, Advocacy

The governing board of the library system has final authority and responsibility for all public library operations

No improper use of funds has been noted or is being investigated. This is about insufficient documentation of financial procedures. Procedures are in place...some might need to be updated. All printed documents about these policies are over 10 years old.

Resources include audit reports which you all have been given previously, the financial policies of the Board of Regents, Higher Education, a sample county policy and the existing policy documents.

Today, I am asking for approval of the Scope of Work. You have received that document.

Thank you, if any trustees who are not on the Finance Committee wishes to work on these policies, please let me know.

Contact: Rhiannon Eades
Public Relations Specialist
Athens-Clarke County Library
Phone: (706) 613-3650, ext. 336
E-mail: reades@athenslibrary.org
<http://www.clarke.public.lib.ga.us/>

FOR IMMEDIATE RELEASE
June 30, 2009

Athens Regional Library System announces book-buying budget cuts

ATHENS – The Athens Regional Library System, which includes libraries in five Northeast Georgia counties, faces a 59% decrease in state funding for buying books and materials for Fiscal Year 2010, which starts Wednesday.

Last year's state materials grant provided the system \$129,000 to buy books, DVDs, CDs and other materials. This year, the budget has been cut to about \$53,000, or 25 cents per person who lives in the five counties served by ARLS. In Fiscal Year 2009, ARLS reported total circulation of more than 1.5 million books, DVDs, CDs and other materials.

"This reduction means that the library system will be able to purchase a lot fewer books in the coming year," said ARLS Director Kathryn Ames. "We will have to make many tough decisions this year, and every book to be purchased will be considered carefully."

Many of the counties served by ARLS have limited local funds this year, which will help support book purchases. Athens SPLOST funds will provide approximately \$130,000 for Athens libraries. Also, because ARLS libraries are members of PINES, Ames says patrons will continue to be able to request titles from other libraries around the state through interlibrary loans.

However, the budget cuts could become deeper as the state's financial outlook continues to decline, Ames says.

"Thank goodness for our Friends of the Library groups," Ames said. "They have always been so supportive of our 11 libraries by purchasing those items that the regular budget simply cannot stretch to buy."

People who would like to help ARLS libraries are advised to become a member of their local library's Friends group. Information about membership is available at each ARLS branch or online at www.clarke.public.lib.ga.us/arlslsupport/index.html.

You may also make a donation to your local Friends group in one of the suggested amounts to put a book on your library's shelf:

- Children's book: \$20.00
- Adult Fiction: \$18.00
- Adult Nonfiction: \$22.00
- DVD: \$16.00
- Book on CD: \$30.00
- Large print Book: \$22.00
- Graphic novel: \$13.00
- Young Adult Fiction: \$19.00

People who would like to support the Athens-Clarke County Library also have the option of donating to the Library's Endowment Fund.

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ATHENS CLARKE COUNTY LIBRARY

AGENDA

October 13, 2009

Call to order.

Review and approve minutes of July 14, 2009 meeting.

Public Comment. [5 minute limit]

Adopt Agenda.

Annual Report – Mark Katzman

Financial Report.

Board Development—Policy Issues

Policy: Report of Committee about Sales of books, CDs, and other materials

Policy: Follow-up on Proctoring Exams

Committee Reports.

Book Action Committee – *Genesis for Kids*

Friends of the Library Vice-Chair, Carol Gogstad

Winterville

Director's Report.

Unfinished Business.

Building Status

New Business.

Board reappointments

The role of the library in the next SPLOST

Finance Committee – Finance needs for 2011

Correspondence.

Other Business.

Recognition of Dr. William Prokasy

Friends of Library fundraising session in November

Money Matters Update

Adjourn.

Announcements:

Library Staff Development Day: October 22

Next Meeting: January 12, 2010 at 4:00 PM

ATHENS-CLARKE COUNTY LIBRARY BOARD
Minutes, July 14, 2009 Meeting

Meeting was called to order at 4:00 PM by Chairman Ms. Bogue. Those present were: Mr. Bentley, Ms. Dunn, Mr. Hopper, Mr. Patten, Mr. Prokasy, Ms. Reynolds, Ms. Lane, Mr. Caldwell, Mr. Timmons, Ms. Williams, Mr. Flick, Mr. Gaither, Ms. Kohl, Mr. Kauderer and Mr. Eberhard. Mr. Caldwell was absent. Staff members present were, Ms. Simonds, Mrs. Ames and Mr. Katzman, who recorded the minutes.

The minutes of April 14, 2009 meeting were unanimously approved as corrected and the agenda adopted.

The Financial Report was presented for information purposes by Ms. Simonds. She said that we have completed the fiscal year 2009. Winterville had an extra \$5000. Fines and fees are \$80770.79, approximately \$10,000 over budgeted revenues. GHI (Georgia Health Care) savings are \$37,451. This was due to the state reduction in employer's share – a temporary reduction. Mrs. Ames said that GHI lowered employees share, and we were able to purchase supplies. Ms. Simonds said electric and gas costs have increased. Passport revenue is up. She said the Library store net profit was \$12,788. Mr. Kauderer asked how the Library Store was classified in accounting terms. Ms. Simonds responded that it is considered an Enterprise Fund, meaning that it is allowed to make a profit and carry over budget surplus/deficits unlike government funds, and that it is run by volunteers. Gifts are down, she reported, with a balance of \$12,256.12. Ms. Simonds read through the grants we've gotten, totaling \$238,815.18. Ms. Ames said that we have a "dire year ahead." We may have to draw on different resources, i.e. the Library Store and Passport Revenues.

Endowment Board

Mr. Terry Trotochaud, Chairmen of the Endowment Board, spoke on their current initiative. The goal is to raise \$300,000, he said. They are in a silent phase now. He asked the current Board members, as well as former Board members, to all consider donating. When we go to the county we want to be able to say that each of us has donated, he said. He reported that students from UGA will be working with us to develop a fundraising event.

Board Development

Mrs. Ames addressed the list of policy issues in the handout from the Trustee's Manual. She said the Board needs to review these policies from time to time; that improving policies is a function of the Board. It's also online, she said. Mrs. Ames then brought up the policy on proctoring, which we do a lot of. It mostly involves monitoring tests which lead to the renewing of certificates, distance education classes etc. Should we charge for this? she asked. And, if so, how much? There was discussion. There was a motion to charge a fee for the proctoring of an exam by Mr. Prokasy and seconded by Mr. Eberhard. Ms. Williams and Mrs. Dunn voted no. There was a motion

by Mr. Flick to change the amount to \$10 per exam, seconded by Mr. Hopper. There was more discussion. Mr. Timmons made a substitute motion to set the fee at \$5, seconded by Mr. Gaither. The motion passed. Ms. Kohl, Mr. Flick, Mr. Eberhard, Mr. Hopper, Ms. Williams and Ms. Dunn voted no. Mrs. Ames said that she would present information at the October meeting about the length of the exam times, numbers and fees generated.

The other policy issue Mrs. Ames brought up was COGS, who would like to sell materials at meetings, since they have been developed for libraries. And without a 30% fee commission. This would hold true for artists. COGS does donate money for materials sometimes, she said, and a decision needs to be made. Mr. Eberhard mentioned that Café au Libris was an exception, in that materials were on sale there. Some artists appear gratis and would like to sell their material. Discussion followed. It was decided that this issue would be taken up with the Policy Committee for the next meeting.

Committee Reports followed

1. Friends of Library – Mr. Hopper reported on the Summer Friends Book sale, which made nearly \$5000.

2. Winterville – Ms. Reynolds reported an increase in general attendance, 2,429 this past month, but a decrease in Summer Reading attendance. On July 25 they are sponsoring 5 local authors for a reading. The Friends held a book sale. She also said that there is no talk about the library relocating to an old school building in Winterville, which is in very bad shape. She reported that Dottie Seabreeze had written her first Young Adult book, "Beyond the Woods".

Director's Report

Mrs. Ames spoke of the customer user survey that was done at all of the branches, and the unanimous call for "more staff, more books, more hours". She mentioned the statistics sheet, with increases across the board, and emphasized the increase in computer use. She said that the budget continues to be bad news. The State is still figuring out how much more reduction there will be. We've gone from 60 cents to 25 cents per capita. We're waiting on the State Library. Mrs. Ames said that the Problem Behavior Manual is nearly ready and will be posted online so that everyone will have a basis for acting on various situations that may arise. She said that we are working with Lyndon House on an e-learning program which targets baby boomers. The program also partners with the State Library. She announced a Harry Potter exhibit to coincide with another film in the series next year. She said that we have Rita Dove coming for Café au Libris in October. She asked if there were any questions. Mr. Prokasy asked about SPLOST. Mrs. Ames said that we have it for two more years.

Page Three
Athens-Clarke County Library Board
July 14, 2009

Ms. Dunn asked what we spend on materials. Mrs. Ames said \$130,000 per year.

Unfinished Business

After discussion, the final FY2010 ACC budget was approved. The motion was by Mr. Prokasy and seconded by Mr. Kauderer. After discussion, the ACC contract was approved, by a motion from Mr. Prokasy and a second from Mr. Hopper.

New Business

Mrs. Ames reported that the State Library Building Fund has been approved and bonds will be sold in the fall. Clarke County will work with architects to finalize the contract. She said that we may need a called meeting about construction. She emphasized that we want high-efficiency lighting for this building and she hoped that there will be stimulus money to help with that. And that we need funds to retrofit all of our buildings with high-efficiency lighting. Addressing grants, Mrs. Ames said that she and Clare Auwarter are going to attend a meeting on July 30 about federal projects, with an emphasis on rural libraries.

Correspondence

Mrs. Ames read a note from a former employee of the library who sent in a check. She said that people want to help after reading that we have lost a large portion of our book funding. To this end we will be opening up an Amazon wish list.

Other Business

Mrs. Ames said that Mr. Kauderer and Mr. Flick visited Pinewoods to see the operation there. She said that both Pinewoods and Winterville should have two people on staff when it gets dark, so she is looking into adequate staffing. Two years ago there was an armed robbery in Bogart. She said that they are never alone at East Athens or Lay Park and have an emergency buzzer.

The next meeting is Oct. 13, at 4 PM.

The meeting was adjourned at 5:17 PM.

10/06/09 DRAFT MFS

Athens-Clarke County Library

FY2010

July 1, 2009 through September 30, 2009

Revenue:

| | FY2010 | | | |
|---------------------------------|---------------------|-------------------|---------------------|-----------------|
| | <u>Amount</u> | <u>Received</u> | <u>Balance</u> | <u>Received</u> |
| Athens-Clarke County Commission | 1,676,219.00 | 419,055.00 | 1,257,164.00 | 25.00% |
| City of Winterville | 13,000.00 | - | 13,000.00 | 0.00% |
| ACCL Fines | 70,000.00 | 15,253.31 | 54,746.69 | 21.79% |
| ACCL Copy Money | 15,000.00 | 6,721.10 | 8,278.90 | 44.81% |
| ACCL Meeting Room | 1,950.00 | 550.00 | 1,400.00 | 28.21% |
| Outside Revenues | 95,413.00 | - | 95,413.00 | 0.00% |
| Winterville Fines | 1,000.00 | 517.66 | 482.34 | 51.77% |
| Winterville Copy | 125.00 | 100.55 | 24.45 | 80.44% |
| Interest | 6,000.00 | 1,989.65 | 4,010.35 | 33.16% |
| Totals | <u>1,878,707.00</u> | <u>444,187.27</u> | <u>1,434,519.73</u> | <u>23.64%</u> |

Expenditures:

| | | | | |
|-----------------------------|---------------------|-------------------|---------------------|---------------|
| Outreach | 44,000.00 | 11,000.00 | 33,000.00 | 25.00% |
| Wages/Benefits* | 1,587,811.00 | 375,853.42 | 1,211,957.58 | 23.67% |
| Workers Compensation | 6,500.00 | - | 6,500.00 | 0.00% |
| Equipment Repair and Maint. | 8,000.00 | 2,946.76 | 5,053.24 | 36.83% |
| Telephone | 14,000.00 | 4,007.12 | 9,992.88 | 28.62% |
| Postage | 6,825.00 | 1,265.00 | 5,560.00 | 18.53% |
| Travel | 2,500.00 | 265.00 | 2,235.00 | 10.60% |
| Advertising | 7,000.00 | - | 7,000.00 | 0.00% |
| Insurance | 5,000.00 | - | 5,000.00 | 0.00% |
| Supplies | 29,171.00 | 6,630.09 | 22,540.91 | 22.73% |
| Materials | 15,000.00 | 3,510.39 | 11,489.61 | 23.40% |
| Printing and Publicity | 3,700.00 | 665.34 | 3,034.66 | 17.98% |
| Equipment Purchase | 25,000.00 | - | 25,000.00 | 0.00% |
| Dues/Registration | 1,500.00 | 30.00 | 1,470.00 | 2.00% |
| Cleaning Service | 11,000.00 | 2,955.00 | 8,045.00 | 26.86% |
| Electricity | 90,000.00 | 32,380.12 | 57,619.88 | 35.98% |
| Storm Water Drainage | 2,200.00 | 545.00 | 1,655.00 | 24.77% |
| Gas Heat | 12,000.00 | 2,374.63 | 9,625.37 | 19.79% |
| Water, Sewer, Garbage | 7,500.00 | 1,052.61 | 6,447.39 | 14.03% |
| | <u>1,878,707.00</u> | <u>434,480.48</u> | <u>1,444,226.52</u> | <u>23.13%</u> |

Revenues over (under) Expenditures

- 9,706.79

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|--|--------------------------|----------------------------|-------------------|---------------------------------|
| State and Federal Grants: | | | | |
| Personnel | 661,255.57 | 165,313.89 | 495,941.68 | 25.00% |
| Materials* | 41,468.97 | 11,834.27 | 29,634.70 | 28.54% |
| System Services Grant | 143,959.62 | 35,989.91 | 107,969.72 | 25.00% |
| Talking Book Center | 131,091.20 | 28,107.60 | 102,983.60 | 21.44% |
| | <u>977,775.36</u> | <u>241,245.67</u> | <u>736,529.69</u> | <u>24.67%</u> |
| | | | - | |
| *Includes a total reduction of \$88,439.67 | | | - | |
| | | | - | |
| SPLOST: | <u>130,000.00</u> | <u>15,648.62</u> | <u>114,351.38</u> | <u>12.04%</u> |
| | | | - | |
| Total State Grants & SPLOST | <u>1,107,775.36</u> | <u>256,894.29</u> | <u>850,881.07</u> | <u>23.19%</u> |
| | | | | |
| Fund Equity ("Reserve") | | | | |
| Fund Equity ("Reserve") at 07/01/09 | 321,197.56 | | | |
| Less Reserved/ Identified Funds: | | | | |
| Vacation Liability | (156,558.91) | | | |
| One Months Operating Expense | (152,840.25) | | | |
| | <u>11,798.40</u> | | | |

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2010

Revenues

07/01/09 -9/30/09

Total Revenues 4,875.00

Expenditures

Verizon Pagers 3.81

Supplies 123.56

Postage through 09/30/2009 127.65

Total Expenditures 255.02

Net Profit Current Year 4,619.98

Balance in Passport Account 186,981.32

Library Store Revenue and Expense Statement FY2010

Revenues

07/01/09 -9/30/09

| | |
|-----------------------|-----------------|
| Sales | 5,557.21 |
| Interest Revenue | <u>789.24</u> |
| Total Revenues | <u>6,346.45</u> |

Expenditures

| | |
|-----------------------------|-----------------|
| Supplies | 93.80 |
| Volunteer Promotions | - |
| Equipment | - |
| Dues and Registrations | - |
| Travel | - |
| Sales Tax | 389.00 |
| Bank Fees | 105.00 |
| Library Store Cost of Goods | <u>5,744.03</u> |
| Total Expenditures | <u>6,331.83</u> |

| | |
|--------------------------------|--------------|
| Net Profit Current Year | <u>14.62</u> |
|--------------------------------|--------------|

| | |
|---|------------|
| Balance in Library Store Account | 149,982.21 |
|---|------------|

Athens Gift Account FY2010

Revenues

07/01/09 -9/30/09

| | |
|-----------------------|-----------------|
| Donations | <u>1,876.00</u> |
| Total Revenues | <u>1,876.00</u> |

Expenditures

| | |
|---------------------------|---------------|
| Materials | 417.65 |
| Total Expenditures | <u>417.65</u> |

| | |
|---|-----------------|
| Revenues over (under) expenditures | <u>1,458.35</u> |
|---|-----------------|

| | |
|--------------------------------|-----------|
| Balance in Gift Account | 14,356.21 |
|--------------------------------|-----------|

Athens-Clarke County Library Outside Grants FY2010

| Grantor | Grant Description | Amount |
|---|---|-------------------|
| Target | Materials Grant Children's Literature | 3,000.00 |
| ACCL Endowment | Materials Grant Children's Literature | 15,000.00 |
| Friends of the Athens-Clarke County Library | Wish List | 18,100.00 |
| FINRA Gates Foundation | "Money Matters" Grant | 94,590.00 |
| ALA Travel Grant | Travel to PLA | 4,790.00 |
| National Endowment for the Humanities | Picturing America pictures for Pinewoods and ACCL | - |
| Clarke County School District | Project Horizons Storytelling Grant | 6,500.00 |
| TOTAL | | 141,980.00 |

Use of A-CC Library Meeting Rooms and Sales of Materials

Library meeting rooms may be reserved by the public on a space available basis. Arrangements must be made in advance and approved by library staff. There is a reservation fee of \$50 for the main auditorium but other rooms are available at no charge.

Organizations, authors and performers who wish to sell their books or audio or video recordings may do so after events but must make sure these materials are marketed without using high-pressure sales tactics. No open soliciting for donations will be allowed at such events.

Organizations, authors and performers may retain all proceeds from sales of books and audio or video recordings.

The library may revoke privileges for any individual or organization that abuses these guidelines.

| Proctering example | Name of Student | School | Degree | Test Date | Length of Exam | Type of Test | Fee paid(\$5) |
|-----------------------|-----------------|-------------------------|------------------|-------------|----------------|------------------|-------------------------------|
| | jeff tate | lucy cobb | arson | 7/17/2009 | 1 hour | online (or text) | yes |
| | michael bowen | realestate express | test | 8/13/2009 | 1 hour | online | yes-check in box/ receipt. |
| | afton hawley | Mt. state univ. | test | 8/17/2009 | 90 min. | text | check and receipt in box |
| | max evans | Okla. Ind. study | test | 8/17/2009 | 1 hr. | online | cash in box w/receipt |
| | max evans | Okla. Ind. study | test | 8/21/2009 | 1 hour | online | cash in box. |
| | afton hawley | Mt. state univ. | test | 8/25/2009 | 1 hr. | text | cash in box. |
| | max evans | Okla. Ind. study | test | 9/1/2009 | 1hr. | online | cash in box |
| | aesia brown | columbia college | test | 9/2/2009 | 90 min. | online | paid |
| | adam geiger | real estate express | test-must retake | 9/3/2009 | 90 min. | online | paid, in drawer |
| | adam geiger | real estate express | test retake | 9/4/2009 | 90 min. | online | paid |
| | aesia brown | columbia college | test | 9/4/2009 | 90 min | online | paid |
| | michael wade | DeVry | test | 9/4/2009 | 2hrs. 30 min. | online | pd. |
| | max evans | Okla ind. study | test | 9/4/2009 | 1 hr. | online | pd. |
| | max evans | Okla. Ind study | test | 9/9/2009 | 1 hr. | online | pd. |
| | afton hawley | Mt. State Univ. | test | 9/15/2009 | 1 hr. | text | pd. |
| | max evans | Okla. Ind. study | test | 9/15/2009 | 1 hr. | online | pd. |
| | David Stephens | R E appraisal Course | test | 9/16/2009 | open | online | pd. |
| | max evans | Okla. Ind. study | test | 9/22/2009 | 1 hr. | online | pd. |
| | josh warren | Auburn | 2 tests | 9/23/2009 | 3 hrs. | text | pd. |
| | josh warren | Auburn | 1 test | 9/28/2009 | 95 minutes | start-2:45 | pd. + postage |
| | David Stephens | course | test | 10/1/2009 | open | online | pd. |
| | max evans | okla. study | test | 10/1/2009 | 1 hr. | online | pd |
| | travis moore | ? | test | 10/1/2009 | 2hrs. | text | pd. |
| | max evans | OKLA. Ind. study | test | 10/2/2009 | 1hr | online | pd. |
| | corles pittard | south university | 3 tests | 10/2 + 10/5 | 3 hrs. | online | pd. |
| | shaleka cox | troy | tests | 10/8/2009 | 2 1/2 hrs. | online | not pd. |
| | jeff Bellham | sanford gifted | 1 test-chem. | 10/09.2009 | 3hrs. | text | pd |

Director's Report
October 13, 2009
Athens-Clarke County Library Board

There has been a flurry of activity this quarter with the final wrap up of the summer reading program, back to school events, and special programs. Mark is working with Mamie to put together the Annual Report. And all indicators would point to a very busy year with more computer use, more books checked out, and more questions asked.

One of the first activities this quarter was to advertise and hire a new Children's Librarian. After a long search and interviewing sessions, we offered the position to our Interim Children's Manager, Kim James. Kim is working on her MLS from Valdosta State University and has built strong relationships with other agencies in the community. She is also a very dedicated team player with experience in teaching and supervising others. She brings enthusiasm and energy to the position.

Jeff Tate and Diane Williams have decided to retire and then return to work for a year part-time. Jeff will retire at the end of November and returns Jan. 1 to work on the Reference Desk. Diane retires at the end of October and will return on Dec. 1 to work on collection development. Clare Auwarter also plans to leave near the first of the year. She plans to move to Houston for a year to be a "granny nanny".

Jan Burroughs, our longtime Oglethorpe Branch Manager, has completed her master's degree from Alabama and has accepted the position of Assistant Director at the Elbert County Library along with a \$20,000 salary adjustment. Great for her, but now we are beginning the search for a new branch manager.

The highlights of the quarter include two major activities. First, we established an RFQ for architects for the Royston and Madison County projects, reviewed proposals and selected a firm that will be working on both projects. The firm of Ponder and Ponder from Duluth was selected by each board independently. We will likely begin design on each project in early January.

As of this week, the Royston project is number 3 on the list, Madison County is number 4. Eighteen projects were presented to the Office of Planning and Budget and we hope that at least the first 8 will be officially presented to the Governor for inclusion in his budget. If you see any legislators, please encourage them to support these projects. State funding is critical for each project although there is also local funding involved.

The other point to make is that the State Library has established specific deadlines that must be met to continue on the funding list. We have met every deadline for such things as site application, structural survey, financial assurance document, draft building program and environmental study. The final, completed building program is due on Nov. 1. Thanks to those board members who were able to help expedite signatures and assurances this year!

The second major effort was to apply for the Federal Broadband Stimulus Package. Clare Auwarter and I developed a proposal to establish six community learning centers around the region with instructors to help the community learn how to use the equipment and relevant software. Centers would be located in Carnesville, Oglethorpe County, Pinewoods, Casa de Amistad, East Athens, and in the headquarters library in Athens. We have made it through the preliminary screening, the proposal is now in the hands of the Georgia Technology Authority where a decision should be made tomorrow, and could be going back to the Federal Stimulus people for a decision by early November. We had a very short timeframe to get this together, but everyone we contacted was so helpful.

Clare and I have been invited to attend a special event sponsored by Target at the Children's Museum of Atlanta to recognize our grant award [along with all others awarded this year] from the Target Foundation next week. The grant, *Shake, Rattle and Rhyme*, focuses on building skills for early readers and will offer art and music along with listening activities for children in Athens, Pinewoods and Winterville. Pam Blanchard of Sunnyside Up and Toni Carlucci from the Lyndon House Arts Center will assist Children's Specialist Kim James in this program.

The State Talking Book Center conducted a performance audit on our TBC. One of the issues under discussion is how we see the future of this service. I have stated that I think it's an essential service, particularly with the rapid growth in the older population in our area, and would be very reluctant to see our center merged with another. However, I do think that housing the materials elsewhere is very possible. We could then focus more on outreach and education rather than preparing materials for mailing. The consultants have yet to issue their report, but I anticipate that it will be positive.

We also continue to discuss shared services among a group of library systems. The first step may be to consider consortium purchase of RFID and self-check-out units. By working together, we can lower the overall cost of the system and individual tags. RFID will enable us to use our current staff in direct patron service rather than attending desks. A Return on Investment study indicates that we could recover the cost of implementation, including a system that sorts and checks in books at the circulation area, within 5 years. Uncle Remus [partial installation] and Gwinnett County Library Systems [all branches] have already purchased RFID systems and report that they are working well.

The Digital Bookmobile will be here on November 12 from 12-6. It's quite a cool vehicle, so if you can, please plan to stop by and take a tour. It may be something we want to consider in our future.

The Athens Building Project: SPLOST manager Keith Sanders has been on vacation, but just before leaving sent a draft architectural contract to David Moore for the final design work

Attached: Information about the next SPLOST program; Information from the FINRA grant from Teri Hanna; and program activities.

MONEY MATTER\$

Grant Update May 2009 - September 2009

GRANT TIMELINE:

- Grant Coordinator Hired - April 23, 2009
- Money Matters Course Modules defined, based on FINRA guidelines, lecture and presentation created May/July 2009
- GED Program coordinators contacted to determine need for Money Matters course and opportunity to provide classes June/July 2009
- Money Matters Course pre and post-course evaluations developed July 2009
- Money Matters Advisory board members were selected and contacted to participate July 2009
 - First Board meeting held August 4, 2009
- Classes taught at Athens Technical College Adult Education GED program. 31 students participated, 10 completed program August 2009
- Marketing plan developed. Marketing to include a tab within the Athens Regional Library System webpage, Facebook and Twitter account, ads on Athens Transit buses. September.
- Community Program at Classic City Kiwanis Club. "Managing Your Credit Score in a Down Economy" September 2009

The Money Matters Grant calls for a series of 6 one hour classes focused on Financial Literacy targeted to low income, low educational attainment students. To serve the grant we have targeted students preparing to take the GED exam. In speaking with local GED preparation providers, we found that this course fills a need in their curriculum. We have partnered with the Athens Literacy Council in an effort to get all GED students who apply for GED Exam scholarships to take Money Matters. We have also partnered with Athens Technical College GED preparation class to offer the course to their students at Athens Tech. This arrangement is a benefit to us both. The students have the availability of the program during their normal school day and it eliminated the need for transportation and childcare. We used the Athens Tech group as our pilot project, honing the course to meet the needs of the students. The program is stronger from their input as well as that of our Advisory Board. My goal is to continue this course at Athens Tech and to expand to other GED programs as well as ESOL classes. We have opportunities that we are pursuing through the Clarke County School district's Head Start program as well as with the Clarke County Probation office.

The grant also requires that we offer community programs. We will offer the Money Matters course at the main library as well as some brown bag lunches on specific topics such as credit scores, budgeting and savings. Our big community program is currently being developed with the advisory board to host a black tie fundraiser with other community organizations that would feature a national speaker such as Clark Howard or Dave Ramsey.

Submitted by Teri Hanna, Money Matters Grant Coordinator

The proceeds of the fundraiser would go to GED EXAM scholarships and to continuing the Money Matters program after the grant ends.

Marketing is crucial to the success of the grant. To reach our desired population we will market the course in our community on the city bus as well as through online accounts such as Facebook, Twitter and the ARLS webpage. Community support is also important and to that end we are seeking opportunities to speak in the community about Money Matters. Our first chance was this month at the Classic City Kiwanis Club meeting. Additional groups are being contacted.

To ensure that the goals of the grant are realized, we will continually evaluate the program's success and areas of improvement. The students taking the course will be contacted 6 months after taking the course to determine how this course has impacted their financial decision making behavior.

Submitted by Teri Hanna, Money Matters Grant Coordinator

ATHENS NEWS

Info sessions set on SPLOST plans

The Athens-Clarke government will hold two informational sessions this month on the proper way to recommend projects for funding in the special-purpose, local-option sales tax that voters will be asked to extend next year.

Voters can renew the 1 percent sales tax in November 2010, with collections to start in April 2011. County officials estimate the tax will raise \$170 million over eight years.

Project proposals are due Dec. 15, and the Athens-Clarke Commission plans to decide in August what projects to include in next fall's referendum.

Information sessions will be held at 10 a.m. Oct. 23 and 2 p.m. Oct. 27 in the auditorium of the Governmental Building, 120 W. Dougherty St. To reserve a space at either session, contact Clair Sayer in the Finance Department at clairsayer@co.clarke.ga.us or (706) 613-3685.

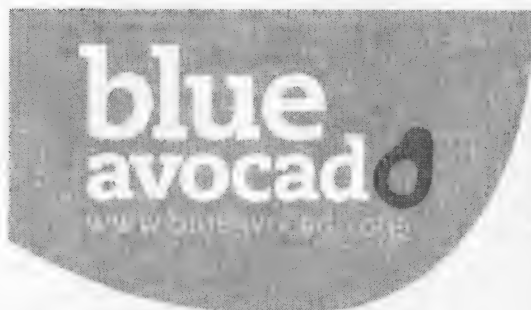
From: Kathryn Ames
Subject: Article for board packets
Date: Wednesday, September 2, 2009 11:13am

To: mkatzman@athenslibrary.org
Cc:

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and fun food-for-thought
for nonprofits

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Focus on the Destination, Not the Route (Budget)!

Nonprofit Finance & Strategy • By Jan Masaoka • August 31, 2009 • [Email](#) [Print](#)

GPS going to Paris graphic

It's time to stop looking at budgets, argues Jeanne Bell in this provocative finance column, and pay attention instead to projections and financial goals:

In this precarious era, annual budgets have become like new cars: they lose value even as you drive them off the lot.

How many of us could predict even a few months ago what might take place to affect our donations, our foundation grants, or our government contracts? The entrenched practice in many nonprofits of using the approved budget as the primary financial reference point just isn't suited to effective financial leadership anymore.

Focusing on the annual budget -- adopted months ago -- is like setting a course on the high seas and staying with it even when unexpected rocks suddenly appear, or a more favorable, alternative route opens up ahead. Instead of being locked into a carefully constructed annual budget, we need to be freed up to incorporate new information as we make continuous financial choices.

Shifting the focus

What does it mean to shift from a focus on budget-to-actual to a focus on rolling projections? First, as an early part of the budget process, management and the board should commit to an overall financial goal for the year. In some cases they'll want to finish the year with a surplus, in other years, to break even, and at other times they'll want to invest reserve funds through a deficit budget (see my last column for more on these options). This choice and commitment becomes fundamental to all financial decisions throughout the year. This overall financial goal for the year -- rather than the adhering to line items that make it up -- must become the business driver.

In step with this commitment, effective management teams review the organization's performance each month when the financial statements come out. This review fulfills two key responsibilities:

- Assessing financial performance year to date, and
- Surfacing any new, critical financial information.

The first is the traditional look at actual performance compared to budget, or variance. The latter means asking ourselves things like: "Is Nonprofit Finance & Strategy this 20% drop in direct mail donations likely to hold for the rest of the year?" and "Are there foundation grant assumptions in the budget that look shaky?" and "If Jane does resign to go back to school next month, do we absolutely need to replace her?"

It's this discussion on the *future* that enables timely financial projection and decision-making. For instance, the fact that Jane's salary is in the budget for the whole year does not mean that the organization shouldn't take a second look at her job and determine if this is a good moment to save money rather than immediately fill the position. Instead of doing anything because "it's in the budget," leaders are quick to use new financial data to make the best decisions they can make in real time.

Approaching midyear, staff should start a process to update their financial assumptions for the rest of the year, reviewing all major income and expense line items. This analysis should be presented in a new year-end projection column added to the monthly income statement shared with staff and board. This additional year-end projection column does not replace the approved annual budget column. It provides

a helpful picture of staff's new best estimate of where the organization will end the year. As the organization approaches the fourth quarter and begins building next year's annual budget, it is these more recent projections, not last year's budget, that become the starting point for next year's planning.

Projection spreadsheet example

As you can see in this excerpt from a report, the variance from budget is important, but not as a pointer to what decisions need to be made in order to reduce variances. Instead, variances are important as tools to get to the more important guide: the projection for the end of the year. In this instance, the organization had budgeted for a \$200,000 surplus for the year. Management's mandate is to meet that goal, rather than to stick to the budgeted revenue and expense items.

This projection also illuminates the choice that management and the board can make at this point: whether to institute changes that will come closer to the financial goal, or to change the financial goal.

Not a reset button

The most important reason to make this shift in focus to rolling projections is that the fiscal year end provides no magical re-set opportunity. We don't get to start over, leaving behind last year's financial missteps to try again with a new budget. We're charged with managing the organization financially every day; each one of our major choices has a lasting impact on the organization's financial

health. When we use the most current information we have rather than rely on stale assumptions from last year, we are freed from the weight of a budget set in stone to attain our true goal of managing the organization more effectively.

An important and fairly easy step to take now: Do a revised projection at the end of the current quarter, and have the management team and the board discuss it. Consider these questions:

- What are the key discrepancies between what's in the budget and what we now believe is going to happen?
- Given this information, do we need to expect a different financial outcome for the year than what the budget was meant to achieve?
- What changes need to be made in the management of any revenue or expense items?
- What implications are there for the next fiscal year, given the projected financial result of this year?

Taking new information into account has always been something of a problem in nonprofits that use the annual budget as a guide throughout the year. But the current economic climate makes it even more important to see financial projections as the dynamic, changing financial document that helps management and the board think about what might need to be done differently.

See also:

- Nonprofit Budgets Have to Balance: *False!*
- Finance Fear Factor Ratios
- A Nonprofit Dashboard and Signal Light for Boards

Jeanne Bell photo

Jeanne Bell is CEO of CompassPoint Nonprofit Services. Her published work includes many research studies and her book, *Financial Leadership: Guiding Your Organization to Long-Term Success*, was published by Fieldstone Alliance. She is currently co-authoring a book on nonprofit strategies for financial sustainability.

- Email this page
- Printer-friendly version

Comments

Anonymous

September 1st, 2009

This is why I like dashboards. It helps the board focus on trends and not whether we are paying more or less for postage than projected.

- reply

Anonymous

September 1st, 2009

Thank you for the sound advice. Dramatic Results, Long Beach, CA

- reply

Kate Barr

September 2nd, 2009

This is a great approach to managing the financial aspects of a nonprofits with a strategic mindset. I would add one more suggestion - to review the actual results as compared to the underlying assumptions (not just the numbers). This is a way to learn about assumptions and get better at it.

- reply

Post new comment

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Comment: *

Athens-Clarke County Libraries

Circulation

Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|---------|---------|--------|
| July | 56,744 | 63,279 | 62,210 |
| August | 49,007 | 53,537 | 56,761 |
| Sept. | 45,344 | 51,046 | 55,161 |

E.Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|---------|---------|--------|
| July | 1119 | 1,656 | 671 |
| August | 750 | 805 | 352 |
| Sept. | 579 | 977 | 441 |

Pinewoods

| | FY 2008 | FY 2009 | FY2010 |
|--------|---------|---------|--------|
| July | 1821 | 1,564 | 1,958 |
| August | 1988 | 1,878 | 2,033 |
| Sept. | 1675 | 1,543 | 2,185 |

Lay Park

| | FY 2008 | FY 2009 | FY2010 |
|--------|---------|---------|--------|
| July | 1596 | 1,130 | 1,499 |
| August | 1022 | 990 | 465 |
| Sept. | 1068 | 1,056 | 564 |

Winterville

| | FY 2008 | FY 2009 | FY2010 |
|--------|---------|---------|--------|
| July | 1,536 | 1,874 | 1,931 |
| August | 1,226 | 1,491 | 1,491 |
| Sept. | 1,219 | 1,728 | 1,936 |

Bookmobile/Outreach

| | FY 2008 | FY 2009 | FY2010 |
|--------|---------|---------|--------|
| July | 547 | 477 | 258 |
| August | 284 | 613 | 122 |
| Sept. | 435 | 490 | 223 |

Overdrive

Athens

| | FY 2009 | FY2010 |
|--------|---------|--------|
| July | 159 | 453 |
| August | 163 | 481 |
| Sept. | 143 | 415 |

Pinewoods

| | FY 2009 | FY2010 |
|--------|---------|--------|
| July | 4 | 2 |
| August | 3 | 1 |
| Sept. | - | 6 |

Attendance**Athens**

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 62,340 | 72,340 | 61,870 |
| August | 62,802 | 82,419 | 59,571 |
| Sept. | 52,018 | 52,025 | 54,143 |

E. Athens

| | FY 2008 | FY 2009 | FY2010 |
|-----------|----------------|----------------|---------------|
| July | 449 | 718 | 408 |
| August | 447 | 470 | 209 |
| September | 309 | 528 | 345 |

Pinewoods

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1,699 | 2,199 | 1,796 |
| August | 1,703 | 1,806 | 2,326 |
| Sept. | 1,717 | 2,115 | 2,504 |

Lay Park

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1108 | 908 | 1,159 |
| August | 802 | 683 | 485 |
| Sept. | 1007 | 898 | 860 |

Winterville

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 765 | 754 | 851 |
| August | 567 | 684 | 759 |
| Sept. | 671 | 755 | 762 |

Computer Use**Athens**

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 20,299 | 20,200 | 22,287 |
| August | 19,284 | 20,249 | 22,451 |
| Sept. | 39,583 | 40,449 | 44,738 |

E. Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 217 | 351 | 274 |
| August | 214 | 226 | 151 |
| Sept. | 125 | 241 | 245 |

Pinewoods

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1418 | 1,764 | 623 |
| August | 855 | 1,322 | 736 |
| Sept. | 1338 | 1,676 | 796 |

Lay Park

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 189 | 204 | 293 |
| August | 190 | 202 | 116 |
| Sept. | 172 | 277 | 194 |

Winterville

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 283 | 255 | 279 |
| August | 224 | 225 | 224 |
| Sept. | 217 | 248 | 320 |

Annual Report FY09

Registered Patrons

| | FY08 | FY09 | %increase |
|-------------|--------|--------|-----------|
| Athens | 43,492 | 53,882 | 23.89% |
| E.Athens | 168 | 189 | 12.50% |
| Lay Park | 84 | 92 | 9.52% |
| Pinewoods | 220 | 301 | 36.82% |
| Winterville | 603 | 728 | 20.73% |

FOGL

Friends of Georgia Libraries

presents

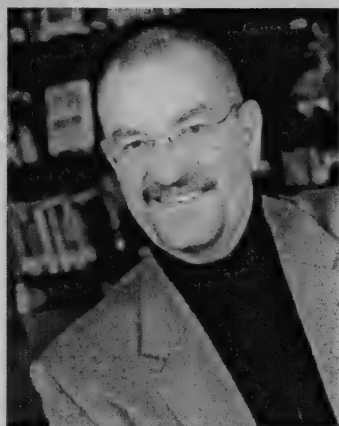
"It Takes a Village"

featuring **Peter Pearson**

President, The Friends of The Saint Paul Public Library

with **Joshilyn Jackson**

Author of *The Girl Who Stopped Swimming;*
Between, Georgia; and Gods in Alabama



About the program: Peter Pearson

These difficult economic times are not the time to bury our heads in the sand! Libraries need all the support they can get from their Friends, trustees and Foundations. Peter Pearson will share some ways that The Friends of the Saint Paul (MN) Library have kept library funding on the increase when neighboring library systems' budgets have been cut. Learn about this unique organization for advocacy and fundraising, and the keys to its success.

Luncheon Speaker: Joshilyn Jackson

Date: Saturday, November 7, 2009

Time: 10 a.m. to 3 p.m.

Place: Smyrna Public Library, 100 Village Green Circle, SE, Smyrna, GA

Registration Fee: \$35 for FOGL members
\$45 for non-members (includes membership for 2010)

About the Speaker:

Peter Pearson is the President of The Friends of the Saint Paul Public Library in Minnesota. Mr. Pearson has a master's degree in educational administration from the University of Minnesota. He has been a classroom teacher, school principal, and executive director of two non-profit educational programs prior to taking this position as President of The Friends and Foundation of the Saint Paul Public Library. He is a frequent speaker and presenter at state and national library conferences. A native of Chicago, Illinois, Mr. Pearson has lived in the Minneapolis/Saint Paul area for the last 30 years.

For a registration form, go to www.georgia-friends.org.

"It Takes a Village"

Registration Form

Name _____

Address: _____

City: _____ State: _____ Zip: _____

Phone (h): _____ (w): _____ (cell) _____

E-mail: _____

Name of your local Friends of the Library group:

Are you representing your Friends Group as a designated member? ☐ yes ☐ no

Registration Fee includes a box lunch on Friday. Please check one:

☐ Regular ☐ Vegetarian ☐ Other Dietary Needs: _____

Registration Fee for Reception and Workshop enclosed:

☐ Individual Member or FOL Group Member representative \$35
(Group Membership entitles a Friends Group to up to 5 discounted registrations)

☐ Non-members \$45 (includes membership in FOGL for 2010)

☐ Additional Donation to FOGL: \$ _____

You may register online at <http://www.georgia-friends.org/> and pay at the door, or complete this form and return with payment **by October 31** to:

FOGL
c/o Arlys Ferrell, Treasurer
130 White Oak Court
Fayetteville, GA 30214

Friends of Georgia Libraries, Inc. keeps all personal information private
and does not share members' phone numbers, mailing addresses or e-mail addresses with third parties.

Events at the Athens-Clarke County Library



OCTOBER 2009



2025 Baxter Street • Athens, Georgia 30606 • (706) 613-3650 • www.clarke.public.lib.ga.us

**The Library will be closed on
Thursday, October 22 for Staff Development Day.**

EVENTS FOR CHILDREN

Throughout October

Children's Storytime - Join us with your children ages 18 months to 5 years for **Storytime** on Tuesdays and Wednesdays at 9:30 and 10:30 a.m. We also offer **Bedtime Stories** Mondays at 7:00 p.m. **Infant Storytime** is Mondays, Oct. 9 & 19 at 10:30 a.m. **Open Playtime** for ages 1 to 3 with caregivers is Thursday, Oct. 29 at 10:30 a.m. Call (706) 613-3650, ext. 314 for more information.

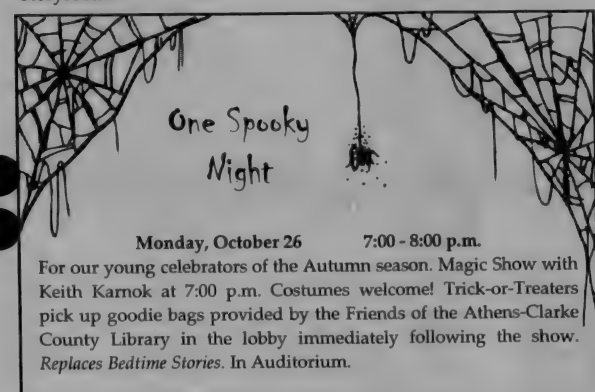
Thursdays, October 1, 8 and 15 10:00 a.m. - 11:00 a.m.
Parent/Child Workshop - For children ages 1-3, plus their caregivers. In person pre-registration begins Thursday, Sept. 8. Workshop reserved for first-time participants. In Storyroom.

Tuesdays, October 6 and 20 3:30 p.m. - 4:30 p.m.
Read to Rover - Read aloud to a dog! For first - fourth graders. Dog is insured and with trainer. First come, first served. In Storyroom.

Thursday, October 15 3:30 p.m. - 4:30 p.m.
We the People "Picturing America" Book Shelf Discussion Group - Led by Lorraine Holahan, Children's Area Assistant. For first through fifth graders. In Storyroom.

Saturday, October 17 10:00 a.m.
If You Were a Parrot - Meet a live parrot or two, learn about these intelligent creatures and do a craft. Program will be led by Linda Bishop of Kopp's Kritters, www.koppskritters.com. For children ages 5 to 8 years. In-person registration (required) begins Saturday, Oct. 3. In Storyroom.

Friday, October 23 5:00 p.m.
Japanese Storytime - Led by Hijiri Hattori, Japan Outreach Coordinator for Asian Studies at the University of Georgia. In Storyroom.



One Spooky Night

Monday, October 26 7:00 - 8:00 p.m.

For our young celebrators of the Autumn season. Magic Show with Keith Karnok at 7:00 p.m. Costumes welcome! Trick-or-Treaters pick up goodie bags provided by the Friends of the Athens-Clarke County Library in the lobby immediately following the show. Replaces *Bedtime Stories*. In Auditorium.

Tuesday, October 27 3:00 p.m.
Family Afternoon at the (Described) Movies - Join us for the family-friendly movie "**Beauty and the Beast**" on the big screen. This presentation features an audio narration to make it accessible to visually-impaired viewers, but all are welcome! Presented by the Northeast Georgia Talking Book Center. In Auditorium.

Thursday, October 29 3:30 p.m. - 4:30 p.m.
Georgia Children's Book Award Program for Home School Students - Discuss the nominations for the Georgia Children's Book Award, led by Barbara Dinnan, Children's Area Assistant. For home school students in grades 1-5. In Storyroom.

EVENTS FOR YOUNG ADULTS

OPEN TO TEENS AGES 11 - 18

Wednesday, October 7 4:00 p.m. - 5:00 p.m.
Wildcard Wednesday: Halloween Door Hangers - Make a plush pumpkin, bat or skeleton head to hang from your doorknob for Halloween. Free and open to the first 15 teens ages 11-18.

Wednesday, October 14 4:00 p.m. - 5:00 p.m.
Wildcard Wednesday: Meet the Service Dogs! Debra Brenner has raised service dogs for six years and volunteers with The Guide Dog Foundation located in Smithtown, N.Y. She'll talk to teens about her experiences. Accompanying her will be Barney, a 3-year-old yellow lab/standard poodle cross (labradoodle) and Betty Lou, a 5-month-old black lab. These sweet and gentle dogs look forward to meeting you. Free and open to teens ages 11-18.

Friday, October 16 7:00 p.m. - 9:00 p.m.
Afterhours@TheLibrary - Teen coffee house and open mic! Come sing, dance, play an instrument, read poetry or juggle for an audience of your peers. Coffee and refreshments provided. Free and open to teens ages 11-18.

Wednesday, October 21 4:00 p.m. - 5:00 p.m.
Wildcard Wednesday: Urban Legends - You know the one about the girl who cooked herself to death? Listen to popular urban legends and share some of your own with Mary Jean Hartel. Free and open to teens ages 11-18.

Wednesday, October 28 4:00 p.m. - 5:00 p.m.
Wildcard Wednesday: Copycat Art: Día de los Muertos Skulls - Decorate a skull with elaborate designs in the Latin American style. Free and open to the first 15 teens ages 11-18.

EVENTS FOR ADULTS

Thursday, October 1 10:00 a.m. - 11:30 a.m.
Computer Class: Mouse and Keyboard Skills - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, October 1 2:00 p.m.
Cinema Classics - This month's classic film is "**Dracula**" starring Bela Lugosi. This presentation features an audio narration to make it accessible to visually-impaired viewers, but all are welcome! Presented by the Northeast Georgia Talking Book Center. In Auditorium.

Thursday, October 1 7:00 p.m.
iFilms: "Munurangabo" - Munurangabo and his friend Sangwa go on a journey tied to their pasts. Munurangabo wants justice for his parents who were killed in genocide, and Sangwa wants to visit the home he deserted years ago. Their friendship is tested when Sangwa's parents disapprove of Munurangabo, warning that "Hutus and Tutsis are supposed to be enemies." 97 minutes. In Auditorium.

All events are free and open to the public unless otherwise noted. This schedule is tentative and subject to change. Please call the Library for more information.

Sunday, October 4 3:00 p.m.

Live! at the Library with Meridian Women's Chorus - Meridian Women's Chorus will sing traditional tunes, including songs of home, hearth and love. Some are silly and fun; others have hauntingly beautiful melodies. This free program is open to the public and is sponsored by the Friends of the Athens-Clarke County Library. In Auditorium.

Thursday, October 8 10:00 a.m. - 11:30 a.m.

Computer Class: Introduction to Word - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, October 8 7:00 p.m.

iFilms: "Copyright Criminals" - Can you own a sound? It depends who you ask. For over thirty years, hip-hop performers have been re-using parts of previously recorded music in new compositions. But when record company lawyers got involved, what was once referred to as "borrowed melody" became "copyright infringement." Trace the rise of hip-hop from the streets of New York to its current status as a multibillion-dollar industry. 65 minutes. In Auditorium.

Friday, October 9 7:00 p.m. - 9:00 p.m.

Café au Libris: An Evening with Rita Dove - Former U.S. Poet Laureate and Pulitzer Prize winner Rita Dove comes to the Library for an evening of conversation and poetry. Dove is the author of nine books of poetry, including *Sonata Mulattica*. Books will be available for sale. Free and open to the public. Sponsored by the Georgia Review with support from the Friends of the Athens-Clarke County Library, Southern Arts Federation and the National Endowment for the Arts.

Thursday, October 15 7:00 p.m. - 8:30 p.m.

Computer Class: Introduction to the Internet - In the Educational Technology Center. Call (706) 613-3650, ext. 354 to register.

Thursday, October 15 7:00 p.m.

iFilms: "American Farm" - Documentary filmmaker James Spione explores the century-long struggle of his mother's family to maintain a small dairy farm. Spione chronicles the backbreaking work, agricultural innovation and determination in the face of tragedy that led to the farm's success while revealing the current crisis: no one in the next generation wants to take over the farm. 85 minutes. In Auditorium.

Thursday, October 15 6:00 p.m. - 8:30 p.m.

Getting Started with Genealogy - This class will help you get started with family research. This is the pre-beginning genealogy class. Bring a sweater or light jacket and a pen or pencil. No registration required. Call (706) 613-3650, ext. 350 for more information. In Heritage Room.

Saturday, October 17 2:00 p.m.

Holiday Family History Gifts - Money may be tight but you can give your family *priceless* gifts this holiday season. Learn how to share your research with your loved ones by creating gifts they will cherish for years to come. Free and open to the public. No registration required. Sponsored by the Clarke-Oconee Genealogical Society and the Heritage Room. In Auditorium with light refreshments afterward.

Wednesday, October 23 10:30 a.m.

Talking About Books, Adult Book Discussion Group - This month, members will read and discuss any of Rita Dove's books in honor of her appearance at Café au Libris. Newcomers are welcome. In Small Conference Room. For information, call Tammy Gerson at (706) 613-3650, ext. 324.

Saturday, October 24 1:00 p.m.

African American Research Interest Group of the Clarke-Oconee Genealogical Society - Come enjoy this group as they explore African American family history research experiences and methodology. Free and open to the public. No registration required. For information, contact: Mae Castenell at loutome@aol.com. In the Heritage Room.

Sunday, October 25 3:00 p.m.

Author Visit: Hank Klibanoff - Pulitzer Prize-winning author Hank Klibanoff will discuss his book, *The Race Beat: The Press, the Civil Rights Struggle and the Awakening of a Nation*. The *Race Beat*, which won a Pulitzer Prize in 2007, explores how the news media covered the beginnings of the Civil Rights Movement. Klibanoff is the former managing editor of the *Atlanta Journal-Constitution*. His book appears on the Center for the Book's current list of "25 Books All Georgians Should Read," and his appearance is part of the "We the People" program funded by the Georgia Humanities Council. Book signing and reception to follow. In Auditorium.

Monday, October 26 7:00 p.m.

Last Monday Book Group, Adult Book Discussion Group - This month's title is *"The White Tiger"* by Aravind Adiga. Newcomers are always welcome. In Small Conference Room. For more information, please call Jeff Tate at (706) 613-3650, ext. 340.

Tuesday, October 27 12:15 p.m.

Brown Bag Lunch: Postcards from Athens - Presented by Gary Doster. Feel free to bring a lunch to this 45-minute program. In Auditorium.

Tuesday, October 27 6:00 p.m.

"Yiddish Theater: A Love Story" - Enter the funny, larger-than-life world of Yiddish Theater through this documentary about Zypora Spaisman, an amazing woman who has kept the oldest running Yiddish Theater in America alive. Zypora's theater has one week to raise funding to keep their show going. Many miracles occur during this week, but will they be enough to save this critically acclaimed Yiddish show? Introduced by Mira Hirsch, the founding Artistic Director of Genesis Stage and Screen. Presented by the Athens Jewish Film Festival and the Athens-Clarke County Library. In Auditorium.

Wednesday, October 28 12:15 p.m.

Tech Tips: eBay - Every day, millions of people use eBay to buy and sell antiques, collectibles, oddities and more! Learn how you can get started with eBay. We will discuss the basics: how to sign up for an account, how to bid on and buy items, and how to set up your own auctions. No registration required. In Small Conference Room.

Thursday, October 29 7:00 p.m.

iFilms: "Lake Tahoe" - Teenage Juan crashes his family's car into a telegraph pole on the outskirts of town and then scours the streets searching for someone to help him fix it. His quest will bring him to Don Heber, an old paranoid mechanic whose only companion is Sica, his almost human boxer dog; to Lucia, a young mother who is convinced that her real place in life is as a lead singer in a punk band, and to "The One Who Knows," a teenage mechanic obsessed with martial arts and Kung Fu. 89 minutes. In Auditorium.

EXHIBITS

Friends of the Library & Heritage Room Display Cases - Georgia Archives Month
Top of the Stairs Gallery - Paintings by Craig Hawkins.

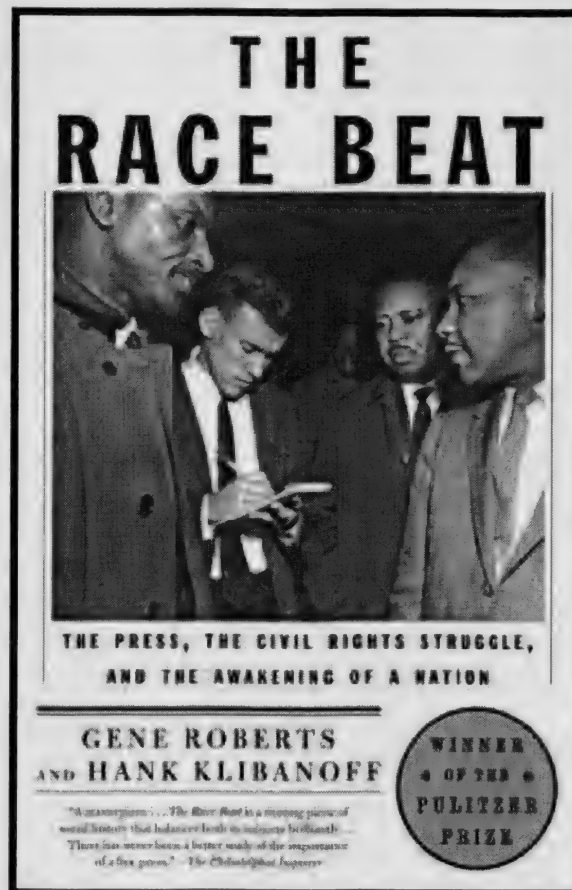
Pulitzer Prize-Winning Author

HANK KLIBANOFF

**Sunday
October 25
3 p.m.**

Auditorium

**Book Signing
and
Reception
to Follow**



The former managing editor for the Atlanta Journal-Constitution will discuss his book *The Race Beat*, a profound examination of the Civil Rights Movement in America and the effects that the news media had on the attitude of the nation. Winner of the 2007 Pulitzer. Klibanoff's appearance is part of the "We the People" program funded by the Georgia Humanities Council.


The Athens-Clarke County Library presents...

One Spooky Night

Monday, October 26
7:00 - 8:00 p.m.



Magic show
with
Keith Karnok!


Athens-Clarke
COUNTY LIBRARY

This year's event features a Magic Show with Keith Karnok in the auditorium at 7:00 p.m. Costumes welcome! Trick-or-Treaters, pick up your goodie bags provided by the Friends of the Athens-Clarke County Library in the lobby immediately following the show.

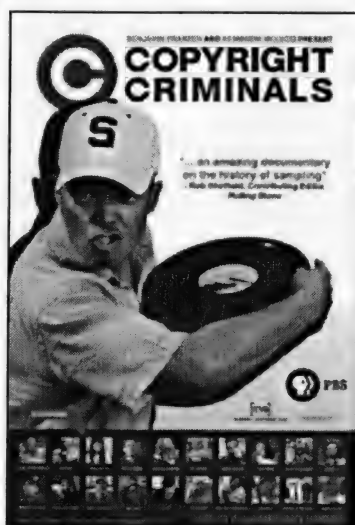
iFilms

International and Independent Film Series
In the Athens-Clarke County Library's Auditorium
~ Free and Open to the Public ~

Thursday, October 1 at 7:00 p.m. -
"Munyurangabo"

a film by Lee Isaac Chung, 97 minutes, Rwanda, 2007

After stealing a machete from a market in Kigali, Munyurangabo and his friend Sangwa leave the city on a journey tied to their pasts. Munyurangabo wants justice for his parents who were killed in the genocide, and Sangwa wants to visit the home he deserted years ago. Though they plan to visit Sangwa's home for just a few hours, the boys stay for several days. From two separate ethnic groups, their friendship is tested when Sangwa's wary parents disapprove of Munyurangabo, warning that "Hutus and Tutsis are supposed to be enemies."

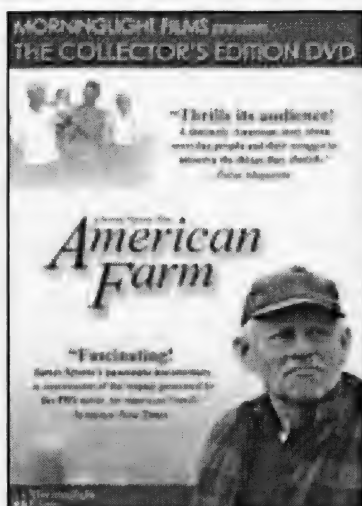


Thursday, October 8 at 7:00 p.m. -
"Copyright Criminals"

a film by Benjamin Franzen and Kembrew McLeod, 65 minutes, Documentary.

Can you own a sound? It depends who you ask. For more than thirty years, innovative hip-hop performers from Public Enemy to De La Soul have been re-using portions of previously recorded music in new and otherwise original compositions. But when record company lawyers got involved, everything changed. What was once referred to as "borrowed melody" became a "copyright infringement." Trace the rise of hip-hop from the urban streets of New York to its current status as a multibillion-dollar industry.

As artists find ever more inventive ways to insert old influences into new material, this documentary asks a critical question, on behalf of an entire creative community: Can you own a sound?



Thursday, October 15 at 7:00 p.m. -

"American Farm"

a film by James Spione, 85 minutes, Documentary, 2007

In this moving portrait of a vanishing way of life, documentary filmmaker James Spione explores the century-long struggle of his mother's family to maintain a small dairy farm near Cooperstown, New York. Drawing on remarkably intimate interviews with three generations of Ames family members, Spione chronicles the backbreaking work, agricultural innovation and determination in the face of tragedy that led to the success of the operation. At the same time, "American Farm" reveals the profound shifts in attitude that have created the current crisis: no one in the next generation is willing to take over the farm.

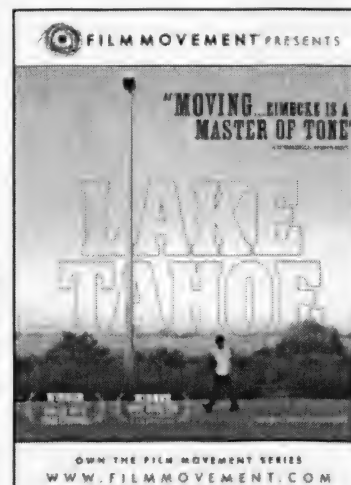
There will be no iFilms on October 22 due to the
Library's Staff Development Day.


Thursday, October 29 at 7:00 p.m. -

"Lake Tahoe"

a film by Fernando Eimbcke, 89 minutes, Mexico, 2008

Teenage Juan crashes his family's car into a telegraph pole on the outskirts of town, and then scours the streets searching for someone to help him fix it. His quest will bring him to Don Heber, an old paranoid mechanic whose only companion is Sica, his almost human boxer dog; to Lucía, a young mother who is convinced that her real place in life is as a lead singer in a punk band, and to "The One who Knows," a teenage mechanic obsessed with martial arts and Kung Fu philosophy.




Athens-Clarke
COUNTY LIBRARY

2025 Baxter Street
www.clarke.public.lib.ga.us

The iFilms series is intended for mature audiences,
and parents may find the content unsuitable for children.

Agenda
Athens Regional Library Board
October 15, 2009

Call to Order

Minutes of the July 16, 2009 Meeting

Public Comment. [5 minutes limit]

Adopt Agenda.

Financial Report.

Board Development: Mike Moak's presentation for County Commissioners

Regional Reports.

Director's Report.

Unfinished Business.

Financial Policies.

FY2009 Audit will be in November

New Business.

Policy Committee—Review of Problem Behavior Manual

Budget Reduction [State Funds Handout]

Building Update

- Approve Recommendation from Franklin County Library for Architect Selection, contract negotiation
- Approve Recommendation from Madison County Library for Architect Selection, contract negotiation
- Approve funds for schematic design; to be reimbursed to region once state funds are available [up to \$35,000 per project]
- Delegate authority to local boards to review plans, make changes as needed, and bring information to Regional Board.

Other Business.

Holiday Schedule 2010

Legislative Issue: Amend Code Section 20-5-4, GA Code, Annotated

Adjourn.

Announcements:

Next Meeting January 14, 2010 at 3:30 PM

National Friends of the Library Week, October 18-24, 2009

Staff Development Day October 22, 2009 All Libraries will be closed for the day.

ATHENS REGIONAL LIBRARY BOARD
July 16, 2009 Meeting

Meeting was called to order by Chairman, Mr. Greg Jones (Oglethorpe County) at 3:34 PM. Present were, Mr. Bowns and Mr. Miller (Franklin County); Mr. Gresham (Oglethorpe); Ms. Stratton, Mr. Zimmerman and Ms. Vernon (Oconee County); Ms. Lane, Ms. Dunn, Dr. Prokasy and Mr. Timmons (Athens-Clarke County); Mr. Nale, Ms. Booth (Madison County). Mr. Shapiro (Oglethorpe), Mr. Moak (Madison), and Ms. Crawford (Franklin) were absent. Staff present were Mrs. Ames, Mrs. Simonds, Mrs. Douglas, and Mr. Katzman, who recorded the minutes.

The minutes of April 16, 2009 board meeting were unanimously approved on a motion from Mr. Miller and a second by Mr. Nale. There was no public comment. The agenda was unanimously adopted.

Staff Report:

Karen Douglas, ACCL Technology Specialist and co-chair of the upcoming Staff Development Day, presented a short video she made to highlight this year's theme: Meet, Share, Learn. She said that staff are being surveyed as to what workshops they want to have. There will be a speaker on future technologies, workshops, lunch, recognitions, and a talent show. She said that staff will be teaching each other their best programs.

Financial Report:

Ms. Simonds said that we have completed FY09. Expenditures were at 98.69% of total budget. Revenues were at 98.81% of total budget. Fines and fees are up, which is directly related to the increase of circulation and attendance. The projected fee line (expenditure side) we didn't budget for this year is for Professional Fees. We're now using Blackbaud. We also joined an alliance of libraries—in a consortium. These fees are around \$9000. We will put an expenditure line in the FY2010 budget to cover this. We get a 4% reduction from Workman's Compensation due to being members of a Drug Free Workplace. Ms. Simonds recommends we budget professional fees for next year in the FY2010 budget. The FY2010 state materials budget was cut by over half. This will impact all materials orders for FY10.

Regional Reports:

Franklin: Mr. Bowns reported that computer use was up 140% over the past five years. He said that it had been a difficult time with money over the quarter. The Board of Education cut 10% or \$3000 from the annual appropriation for library services. There was a meeting with the Board of Commissioners to try

and make-up some of the funds which was not successful. A 21st Century grant was promised but was never received; this is currently under negotiation. There was a meeting with the Administrator about the grant but there was another roadblock and we have additional things to do. He said that they had only agreed to maintain hours. He announced that they had two new Board members, and that Login Mathis knows the Superintendent of Education.

Clarke: Ms. Lane reported that Mrs. Ames had received a letter from the State that our money has been approved. Sale of bonds will proceed in September. She addressed the policy discussion about the proctoring of exams, which involve monitoring tests which lead to the renewing of certificates, distance education classes etc. Mrs. Ames said that we have never done it, but 6-8 people a week want us to proctor. Other branches hardly have anyone. It does take time and a computer must be reserved. We are trying a \$5 fee per exam. Two Board members have used proctoring services to take exams, she said. Ms. Lane reported that Mr. Terry Trotochaud, Chairman of the Endowment Board, spoke on their current initiative. Their goal is to raise \$300,000, she said. They are in a silent phase now. He asked the current board members, as well as former board members, to all consider donating. He reported that students from UGA will be working with us to develop a fundraising event. She announced that poet Rita Dove will be the speaker at the Café au Libris in October. And that in May-July 2010 there will be a Harry Potter exhibit. She also reported that the Friends raised \$5000 in the Summer Book Sale.

Oconee: Ms. Vernon spoke about the completed renovation of the Children's area, which has a totally new look. She said that Jackie Elsner is doing a great job. They are looking at applications for Branch Librarian. She said that they are also feeling budget restraints--especially in Bogart. They have voted for a smoke-free environment at both branches. She announced a Book Sale for September 17th and 20th. There was a positive article in the newspaper about us, she said.

Madison: Mr. Nale said that they were preparing for the building construction by setting up a Board to work on it. Mr. Moak said that he had spoken with Chairman Dove about SPLOST and learned that receipts are very slow. He said that they do have some funds available. He mentioned that the Madison County Journal now lists the monthly activities of the library. Ms. Booth noted that Summer Reading attendance is down from last year.

Oglethorpe: Mr. Gresham reported that they are holding on with their

funds, and that no extra money was forthcoming from Commissioners. Attendance was down, he said. There had not been the usual steady increase. Children's use was down. Was it the economy? No one could pin it down. He said that the President of the Friends had sent out a letter saying that she was ill and couldn't attend the next meeting. There would not be a Summer meeting and the next one would be in October.

Franklin: Mr. Bowns reported that at a meeting one of the Commissioners gave a donation of \$500 to the libraries. This gesture was then followed by a listener at the meeting who matched the \$500. He said that nothing like this had ever happened before.

In her Director's report, Mrs. Ames spoke about regional statistics. All figures are up, especially computer use. She asked for anyone to let her know if they needed more outreach services or help with Talking Books. Mrs. Ames said we don't know what budget reductions will come next. We've been reduced to 25 cents per capita from 60 cents per capita. People want to donate to the library and we're going to have those donations filter to their respective counties. She said that she thought that we could maintain the level of service from last year but it will be very tight, and there will probably be more reductions. We can't plan until we know, whether it will be materials or personnel that will be most effected. We are hoping not to cut hours, but we just don't know. We have frozen positions wherever we can. We're only purchasing essential supplies this year, like paper and toner. There won't be any extravagances. We want to keep staff employed. On June 1 the building programs were done. They are 300 pages long on how the libraries will work. RFQ's went out and we had 4 responses for Madison and Royston libraries. The Site Application's are due August 15, and the Structural Studies are due on October 15. She asked that Board members promote library construction to legislators.

Unfinished Business

Ms. Simonds went over the CPA report for 2008 Agreed Upon Principles, finding by finding, found on the blue handout. One of the main results is that we must have documentation for every receivable. She said that it was a very competent audit done at a high level by Tracy Arnes. She said that Tracy was very cooperative and brought a willingness to help bring us up to where we should be. We had a good finding about filing, she said, documenting our salary letters to staff, and in our journal entries.

New Business

1. After discussion, the regional FY 2010 budget was approved by a motion from Mr. Prokasy, and second by Ms. Booth.

2. After discussion, System Services (State Funds), Materials (State Funds), Personnel (State, Local and Regional), and TBC (State Funds) were all approved by a motion from Mr. Bowns and second by Mr. Miller.

3. After discussion, authorization for the local Boards to negotiate contracts with architects was approved by a motion from Mr. Prokasy and a second by Mr. Bowns.

4. Ms. Stratton addressed the issue of scope of work for financial policies. There was a motion to approve scope of work for financial policies from a motion by Ms. Booth and a second by Mr. Gresham. Ms. Stratton said that if anyone is interested in volunteering for this to contact her. She will report in October.

Other Business

After discussion, there was a motion to change the name of the Special Needs Center to: North East Georgia Talking Books Center from a motion by Ms. Booth and second by Ms. Dunn. The motion passed unanimously.

Mr. Gresham invited everyone to see the Archeobus which had arrived for the Board to tour.

The meeting was adjourned at 5:20 PM following the announcement that the next meeting is on Oct.15, 2009.

FY2010
Athens Regional Library
July 1, 2009 through September 30, 2009

| Revenue: | Budget Amount | Amount Received | Balance | % of Budget Received |
|-------------------------------|--------------------------|----------------------------|---------------------|---------------------------------|
| <u>Regional:</u> | | | | |
| Outreach | 107,400.00 | 26,850.00 | 80,550.00 | 25.00% |
| Interest | 4,000.00 | 998.32 | 3,001.68 | 24.96% |
| Carry over from FY09 | 4,752.00 | - | 4,752.00 | 0.00% |
| Personnel | 661,255.57 | 165,313.89 | 495,941.68 | 25.00% |
| Materials* | 41,468.97 | 10,367.24 | 31,101.73 | 25.00% |
| System Services Grant | 143,959.62 | 35,989.91 | 107,969.72 | 25.00% |
| Special Needs Learning Center | 131,091.20 | 32,772.80 | 723,316.80 | 25.00% |
| | <u>1,093,927.36</u> | <u>272,292.16</u> | <u>1,446,633.60</u> | <u>24.89%</u> |

*Includes a total reduction of \$88,439.67

| | | | | |
|------------------------------|---------------------|-------------------|---------------------|---------------|
| <u>Athens-Clarke County:</u> | | | | |
| Board of Commissioners | 1,676,219.00 | 419,054.75 | 1,257,164.25 | 25.00% |
| City of Winterville | 13,000.00 | - | 13,000.00 | 0.00% |
| Fines and Fees | 88,075.00 | 23,142.62 | 64,932.38 | 26.28% |
| Outside Revenues | 95,413.00 | - | 95,413.00 | 0.00% |
| Interest | 6,000.00 | 1,989.65 | 4,010.35 | 33.16% |
| Totals | <u>1,878,707.00</u> | <u>444,187.02</u> | <u>1,434,519.98</u> | <u>23.64%</u> |

| | | | | |
|-----------------------------------|------------------|------------------|------------------|---------------|
| <u>Franklin County:</u> | | | | |
| Board of Commissioners | 32,452.60 | 7,500.00 | 24,952.60 | 23.11% |
| Board of Education | 27,000.00 | - | 27,000.00 | 0.00% |
| Cities of Lavonia, Royston, Canon | - | - | - | - |
| Carnesville & Franklin Springs | 28,950.00 | 4,125.00 | 24,825.00 | 14.25% |
| Transfer from Reserve | 1,090.54 | 272.64 | 817.90 | - |
| Fines and Fees | 8,500.00 | 2,880.47 | 5,619.53 | 33.89% |
| Totals | <u>97,993.14</u> | <u>14,778.11</u> | <u>83,215.03</u> | <u>15.08%</u> |

| | | | | |
|-------------------------------|-------------------|------------------|-------------------|---------------|
| <u>Madison County:</u> | | | | |
| Board of Commissioners | 173,015.00 | 43,253.75 | 129,761.25 | 25.00% |
| Fines, Fees and Copy Machines | 11,000.00 | 4,335.47 | 6,664.53 | 39.41% |
| Totals | <u>184,015.00</u> | <u>47,589.22</u> | <u>136,425.78</u> | <u>25.86%</u> |

Athens Regional Library
July 1, 2009 through September 30, 2009

| <i>Revenue:</i> | <u>Budget Amount</u> | <u>Amount Received</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|---------------------------|--------------------------------|------------------------------|--------------------------------|---------------------------------|
| <i>Oconee County:</i> | | | | |
| Board of Commissioners | 395,336.00 | 98,834.00 | 296,502.00 | 25.00% |
| Board of Education | 20,000.00 | | 20,000.00 | 0.00% |
| City of Watkinsville | 11,000.00 | 13,500.00 | (2,500.00) | 122.73% |
| City of Bogart | 6,000.00 | - | 6,000.00 | 0.00% |
| Fines and Fees | 29,000.00 | 8,399.11 | 20,600.89 | 28.96% |
| Totals | <u>461,336.00</u> | <u>120,733.11</u> | <u>340,602.89</u> | <u>26.17%</u> |
| <i>Oglethorpe County:</i> | | | | |
| Board of Commissioners | 55,781.00 | 13,945.26 | 41,835.74 | 25.00% |
| Board of Education | 15,000.00 | - | 15,000.00 | 0.00% |
| City of Maxeys | 200.00 | - | 200.00 | 0.00% |
| City of Crawford | 500.00 | - | 500.00 | 0.00% |
| City of Arnoldsville | 500.00 | - | 500.00 | 0.00% |
| Ctiy of Lexington | 500.00 | - | 500.00 | 0.00% |
| Fines, Fees and Copy Mone | 8,500.00 | 3,304.71 | 5,195.29 | 38.88% |
| Meeting Room | 300.00 | 45.00 | 255.00 | 15.00% |
| Transfer from Reserve | 6,402.55 | 2,978.74 | 3,423.81 | 46.52% |
| Totals | <u>87,683.55</u> | <u>20,273.71</u> | <u>67,409.84</u> | <u>23.12%</u> |
| GRAND TOTALS | <u>3,803,662.05</u> | <u>919,853.33</u> | <u>2,883,808.72</u> | <u>24.18%</u> |

Athens Regional Library
FY2010
July 1, 2009 through September 30, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|-------------------------------|--------------------------|----------------------------|---------------------|---------------------------------|
| <i>Regional:</i> | | | | |
| Wages/Benefits Courier | 8,055.81 | 1,884.43 | 6,171.38 | 23.39% |
| Vehicle Operating & Repairs | 9,810.00 | 1,023.64 | 8,786.36 | 10.43% |
| Summer Reading Club | 4,000.00 | 49.67 | 3,950.33 | 1.24% |
| Staff Development Day | 1,500.00 | 16.99 | 1,483.01 | 1.13% |
| Debt Collection Service | 15,000.00 | 1,637.85 | 13,362.15 | 10.92% |
| Workers Compensation | 12,000.00 | - | 12,000.00 | 0.00% |
| Professional Fees | 4,575.00 | 4,300.00 | 275.00 | 93.99% |
| Postage | 7,000.00 | 2,292.00 | 4,708.00 | 32.74% |
| Travel | 8,807.19 | 1,435.01 | 7,372.18 | 16.29% |
| Printing and Publicity | 2,000.00 | 88.50 | 1,911.50 | 4.43% |
| Dues/Registration | 2,000.00 | 1,052.00 | 948.00 | 52.60% |
| Computer Maintenance | 2,420.00 | - | 2,420.00 | 0.00% |
| Insurance | 17,142.00 | - | 17,142.00 | 0.00% |
| Supplies | 21,842.00 | 1,435.00 | 20,407.00 | 6.57% |
| Personnel | 661,255.57 | 165,313.89 | 495,941.68 | 25.00% |
| Materials | 41,468.97 | 11,834.27 | 29,634.70 | 28.54% |
| System Services Grant | 143,959.62 | 35,989.91 | 107,969.72 | 25.00% |
| Special Needs Learning Center | 131,091.20 | 28,107.60 | 102,983.60 | 21.44% |
| Totals | <u>1,093,927.36</u> | <u>256,460.76</u> | <u>837,466.60</u> | <u>23.44%</u> |
| <i>Athens-Clarke County:</i> | | | | |
| Outreach | 44,000.00 | 11,000.00 | 33,000.00 | 25.00% |
| Personnel | 1,587,811.00 | 375,853.42 | 1,211,957.58 | 23.67% |
| Operating Expenses | <u>246,896.00</u> | <u>47,627.06</u> | <u>199,268.94</u> | <u>19.29%</u> |
| Totals | <u>1,878,707.00</u> | <u>434,480.48</u> | <u>1,444,226.52</u> | <u>23.13%</u> |

FY2010
Athens Regional Library
July 1, 2009 through September, 2009

| <i>Expenditures:</i> | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Expended</u> |
|---------------------------|--------------------------|----------------------------|-------------------------|---------------------------------|
| <i>Franklin County:</i> | | | | |
| Outreach | 15,000.00 | 3,750.00 | 11,250.00 | 25.00% |
| Personnel | 75,218.14 | 18,769.72 | 56,448.42 | 24.95% |
| Operating Expenses | <u>7,775.00</u> | <u>1,283.57</u> | <u>6,491.43</u> | <u>16.51%</u> |
| Totals | <u>97,993.14</u> | <u>23,803.29</u> | <u>74,189.85</u> | <u>24.29%</u> |
| <i>Madison County:</i> | | | | |
| Outreach | 14,900.00 | 11,175.00 | 3,725.00 | 75.00% |
| Personnel | 136,881.00 | 33,331.41 | 103,549.59 | 24.35% |
| Operating Expenses | <u>32,234.00</u> | <u>9,053.70</u> | <u>23,180.30</u> | <u>28.09%</u> |
| Totals | <u>184,015.00</u> | <u>53,560.11</u> | <u>130,454.89</u> | <u>29.11%</u> |
| <i>Oconee County:</i> | | | | |
| Outreach | 23,000.00 | 5,750.00 | 17,250.00 | 25.00% |
| Personnel | 401,894.00 | 98,804.88 | 303,089.12 | 24.58% |
| Operating Expenses | <u>36,442.00</u> | <u>6,923.27</u> | <u>29,518.73</u> | <u>19.00%</u> |
| Totals | <u>461,336.00</u> | <u>111,478.15</u> | <u>349,857.85</u> | <u>24.16%</u> |
| <i>Oglethorpe County:</i> | | | | |
| Outreach | 10,500.00 | 2,625.00 | 7,875.00 | 25.00% |
| Personnel | 67,565.00 | 16,122.39 | 51,442.61 | 23.86% |
| Operating Expenses | <u>9,618.55</u> | <u>1,526.32</u> | <u>8,092.23</u> | <u>15.87%</u> |
| Totals | <u>87,683.55</u> | <u>20,273.71</u> | <u>67,409.84</u> | <u>23.12%</u> |
| GRAND TOTALS | <u>3,803,662.05</u> | <u>900,056.50</u> | <u>2,903,605.55</u> | <u>23.66%</u> |

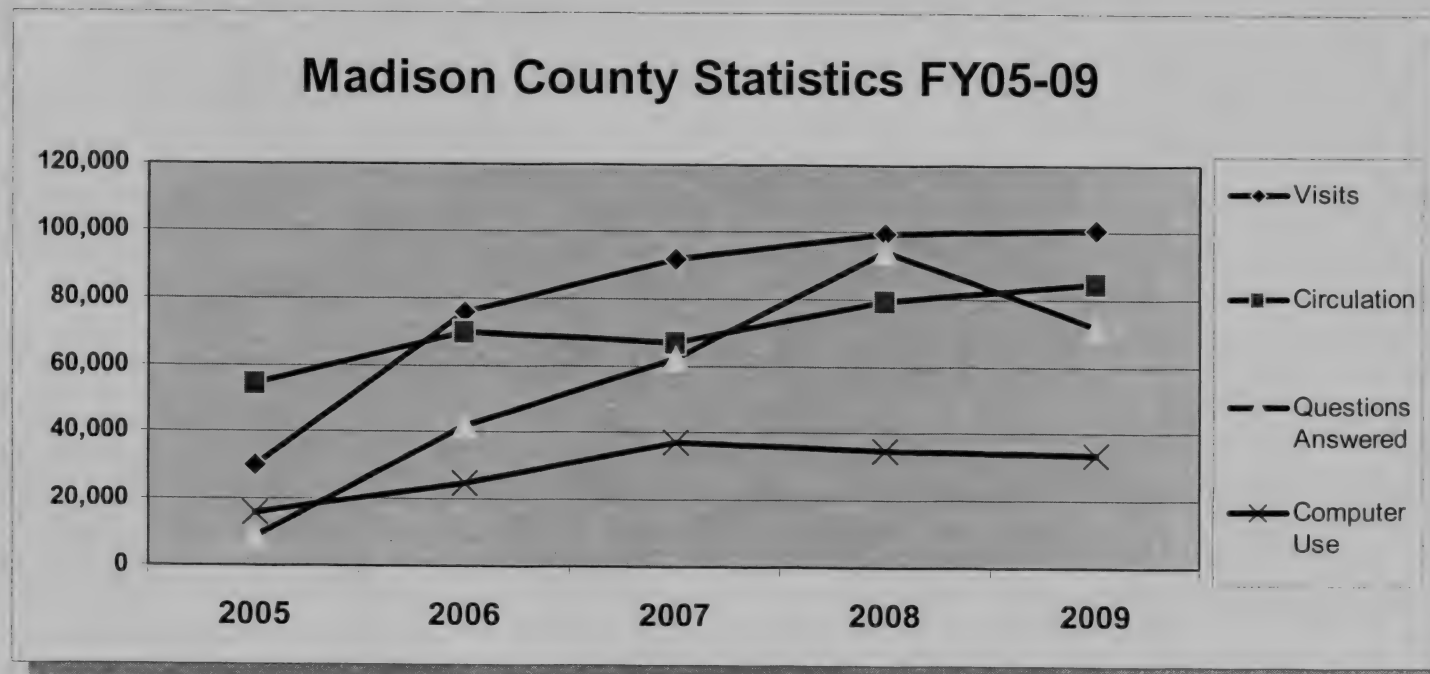
GHI SAVINGS BY COUNTY FY2010

**GHI REDUCED EMPLOYER'S SHARE OF GHI FROM 18.534% TO 15.503%
FOR SEPTEMBER THROUGH DECEMBER 2009 (FY2010)**

| SAVINGS ARE AS FOLLOWS: | PER MONTH | SEPT-DEC 2009 |
|--------------------------------|------------------|----------------------|
| ATHENS-CLARKE COUNTY | 2,577.65 | 10,310.60 |
| FR CO | 84.07 | 336.28 |
| MAD CO | 217.23 | 868.92 |
| OC CO | 575.68 | 2,302.72 |
| OGLE CO | 79.40 | 317.60 |
| SSG | 187.32 | 749.28 |
| TBC | 209.70 | 838.80 |
| TOTALS | 3,931.05 | 15,724.20 |

MADISON COUNTY LIBRARY SYSTEM

| | 2005 | 2006 | 2007 | 2008 | YTD 2009 | %increase |
|--------------------|--------|--------|--------|--------|----------|-----------|
| Visits | 30,240 | 75,834 | 91,542 | 99,139 | 100,505 | 232.36% |
| Circulation | 54,230 | 69,501 | 66,890 | 79,342 | 84,459 | 55.74% |
| Questions Answered | 9,009 | 42,067 | 61,850 | 93,945 | 71,249 | 690.86% |
| Computer Use | 16,145 | 25,123 | 37,249 | 34,606 | 33,904 | 110.00% |



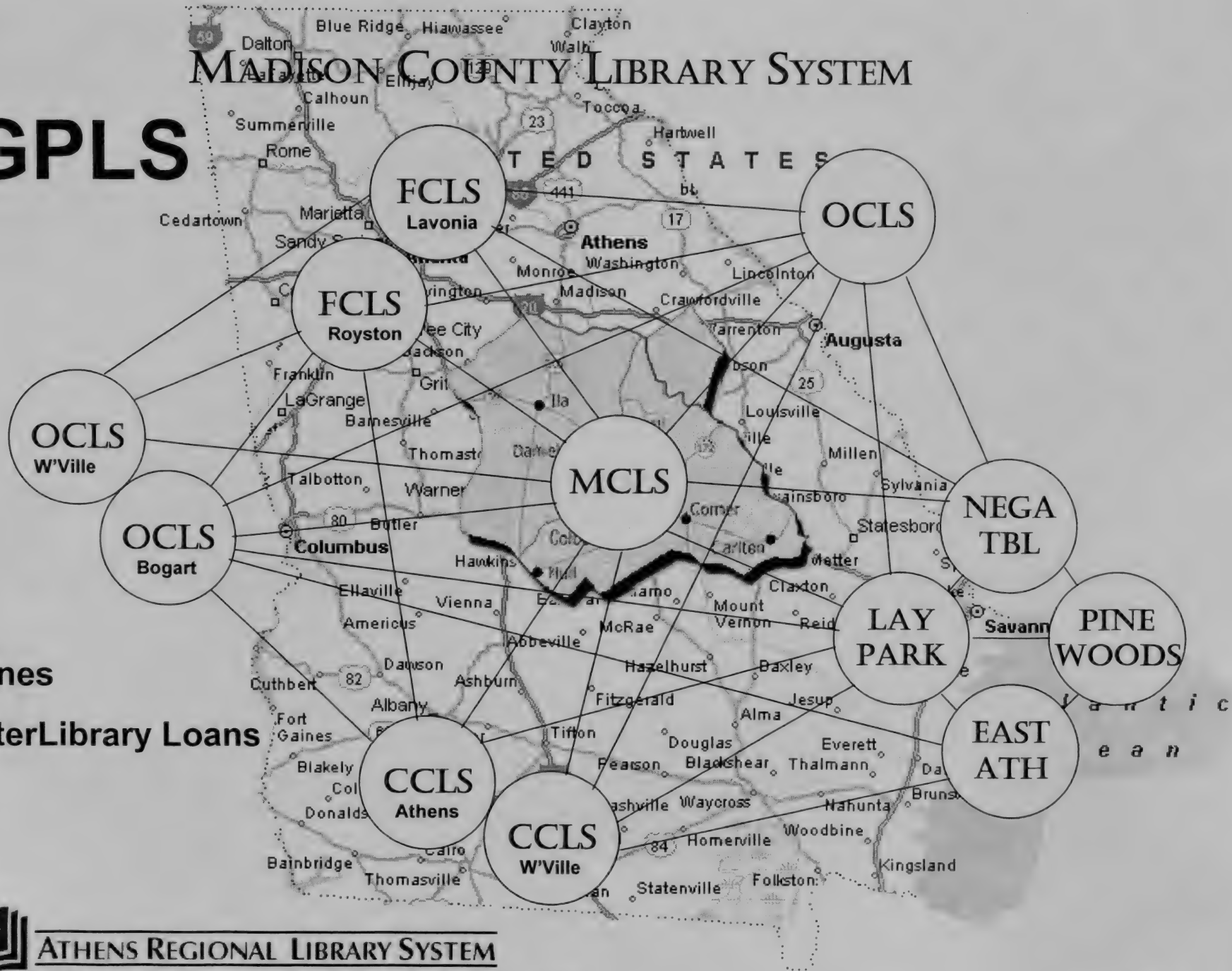
ATHENS REGIONAL LIBRARY SYSTEM

MADISON COUNTY LIBRARY SYSTEM

GPLS

Pines

InterLibrary Loans



ATHENS REGIONAL LIBRARY SYSTEM

MADISON COUNTY LIBRARY SYSTEM

Madison County Library, Staff

Suzie DeGrasse – Branch Manager

Jennifer Ivey – Assistant Branch Manager

Allisa Claytor – Computer Specialist

Mark Bromberg – Children's Assistant

Ashley Burton – L.A Assistant

Alicia McMinn – Library Assistant

Substitutes:

Cynthia Dove

Yvonne Seay

Suzanne Prchal



ATHENS REGIONAL LIBRARY SYSTEM

MADISON COUNTY LIBRARY SYSTEM

Madison County Library, Trustees

Mike Moak – Chairman – ARLS BOD

George Nale – Vice Chairman – ARLS BOD Vice President

Romona Booth – ARLS BOD

Fern Coutant – Secretary

Otelier Byrd

Karen Harrison

Margie Richards

- 2 Vacancies

ARLS

Kathryn Ames, ARLS Director

Donna Brumby, ARLS Extension Librarian



ATHENS REGIONAL LIBRARY SYSTEM

MADISON COUNTY LIBRARY SYSTEM

Needs...

Population of MC 1990 – 2007 - Increased 14.3%

Existing Library – 10,200 Sq ft

\$1,517,200

Present Population – 28200 – (.6 Sq ft/16,900)

Expected population - 2020 = 42000 *

State Requirement - .6 Sq Ft/Person (25200 Sq Ft)

Main Branch = 17500 Sq Ft / 7700 Sq Ft - other service outlets.

Project cost - \$2.1 M

\$582,800

GPLS Grant

SPLOST

Private funds

* Georgia County Guide and Madison County Comprehensive Plan



ATHENS REGIONAL LIBRARY SYSTEM

MADISON COUNTY LIBRARY SYSTEM

Projected Disbursements

| | |
|---|-------------|
| New Construction (7500SF @ \$150) | \$1,125,000 |
| Architectural Fees | 90,000 |
| Renovation | 400,000 |
| Architectural Fees for Renovation | 32,000 |
| Furnishing and Equipment (\$30 SF) | 210,000 |
| Interior Design Fees (8%) | 16,800 |
| Consultant Fees | 2,000 |
| Site Engineering | 20,000 |
| Advertising Bids | 1,500 |
| Site Development | 20,000 |
| MISC. Exp. (technology and cabling) | 30,000 |
| Contingency (10% of Construction and FFE) | 152,700 |
| Total Estimated Project Budget | \$2,100,000 |



ATHENS REGIONAL LIBRARY SYSTEM

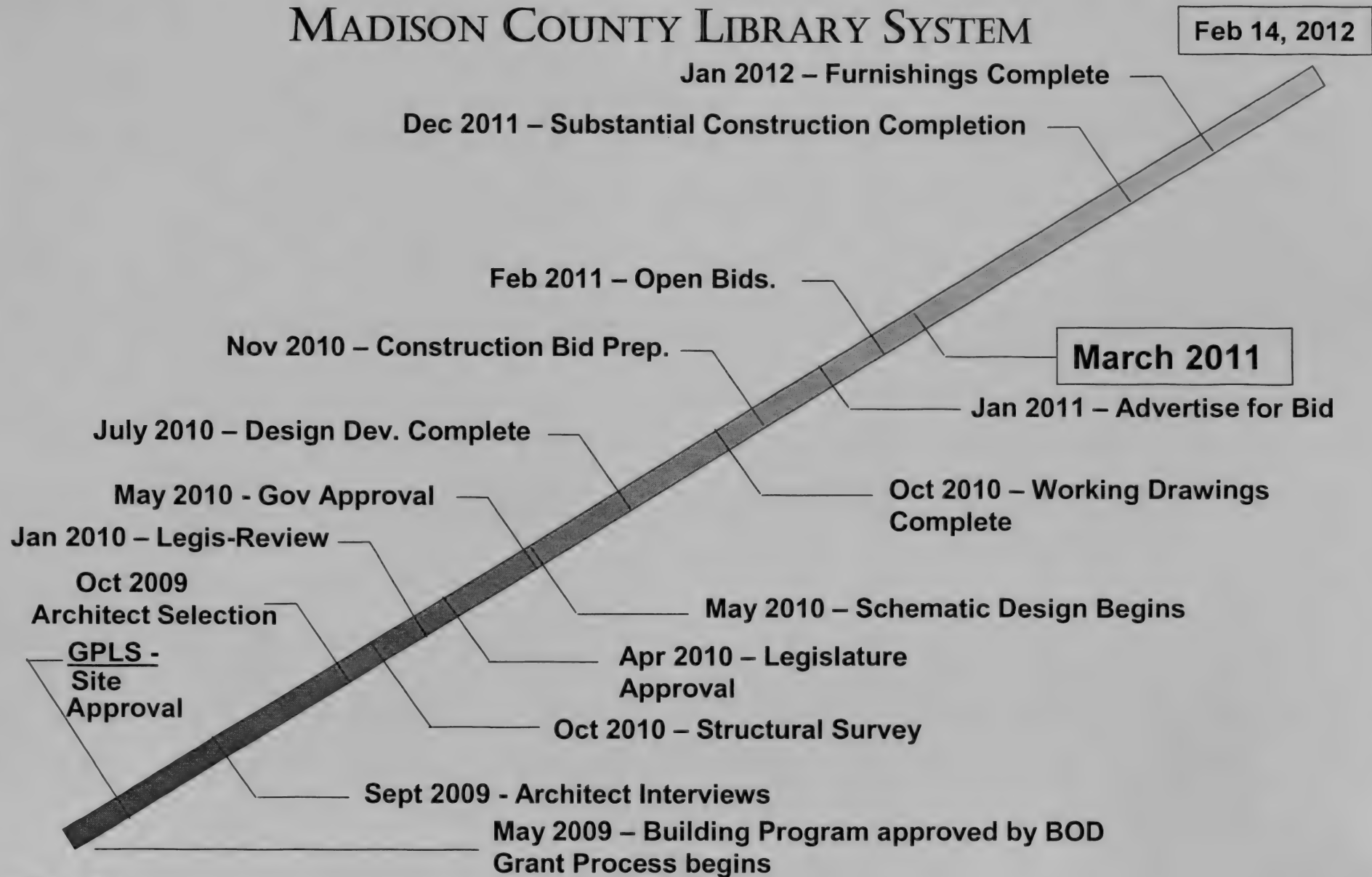
MADISON COUNTY LIBRARY SYSTEM

Design Considerations

- ✓ Energy Efficiency
- ✓ Water Efficiency
- ✓ Protection of the natural Eco-System
- ✓ Acoustic, Thermal and Visual Comfort
- ✓ Health and Indoor Air Quality
- ✓ Safety and Security
- ✓ Connection to the Community



MADISON COUNTY LIBRARY SYSTEM



ATHENS REGIONAL LIBRARY SYSTEM

MADISON COUNTY LIBRARY SYSTEM

Benefits

- ✓ More Energy Efficient Library
- ✓ More Water Efficient Library
- ✓ More working room for Library Staff
- ✓ More family friendly
 - ✓ Acoustic, Thermal and Visual Comfort
 - ✓ Health and Indoor Air Quality
- ✓ Safe and Secure Library
- ✓ Patron access to latest technology
 - ✓ Life long learning
 - ✓ Work Ready Programs



ATHENS REGIONAL LIBRARY SYSTEM

MADISON COUNTY LIBRARY SYSTEM

Mission Statement

The mission of the Madison County Library is to provide access to informational, educational, cultural and recreational library materials and services in a variety of formats for all members of our community.

THANK YOU
FOR YOUR SUPPORT



ATHENS REGIONAL LIBRARY SYSTEM

STATE MATERIALS GRANT AND POPULATION FIGURES FY2009 AND FY2010

| COUNTY | 2009 POPULATION | 2010 POPULATION |
|------------|-----------------|-----------------|
| Clarke | 102,300 | 110,647 |
| Franklin | 22,476 | 23,280 |
| Madison | 29,721 | 30,358 |
| Oconee | 31,556 | 32,402 |
| Oglethorpe | 14,697 | 15,051 |
| Region | 200,750 | 211,738 |

| | | |
|------------|--------|---------|
| Per Capita | 0.4014 | 0.16468 |
|------------|--------|---------|

| COUNTY | 2009 materials grant | 2010 materials grant |
|------------|----------------------|----------------------|
| Clarke | 41,063.22 | 18,221.35 |
| Franklin | 9,021.86 | 3,833.75 |
| Madison | 11,930.01 | 4,999.36 |
| Oconee | 12,666.58 | 5,335.96 |
| Oglethorpe | 5,912.33 | 2,478.60 |
| Region | 6,600.00 | 6,600.00 |
| TOTAL | 87,194.00 | 41,469.01 |

AMOUNTS FROM BRANCH GIFT ACCOUNTS TO MAKE UP FOR STATE MATERIALS BUDGET DEFICIT FY2010

| WATKINSVILLE | BOGART | DANIELSVILLE | LEXINGTON | ROYSTON | LAVONIA |
|--------------|----------|--------------|-----------|----------|----------|
| 13,400.00 | 9,000.00 | 2,812.50 | 1,500.00 | 1,023.00 | 1,023.00 |

Athens Regional Library Outside Grants FY2010

| Grantor | Grant Description | Amount |
|--|---|--------------------------|
| Target | Materials Grant Children's Literature | 3,000.00 |
| ACCL Endowment | Materials Grant Children's Literature | 15,000.00 |
| Friends of the Athens-Clarke County Library | Wish List | 18,100.00 |
| FINRA Gates Foundation | "Money Matters" Grant | 94,590.00 |
| ALA Travel Grant | Travel to PLA | 4,790.00 |
| National Endowment for the Humanities | Picturing America pictures for Pinewoods and ACCL | - |
| Nippon Foundation Grant | 100 Books on Contemporary Japan | - |
| Athens Jewish Film Festival and ACCL Project | "Yiddish Theater: A Love Story" Film | - |
| Clarke County School District | Project Horizons Storytelling Grant | 6,500.00 |
| TOTAL | | <u>141,980.00</u> |

MFS 10/14/09

PINES Overdue Materials by Item Owning Library System September 2009

| **Unique Users | Collection Count | 30+ | | 90+ | % 90+ days overdue | 180+ | % 180+ days overdue |
|----------------|------------------|---------------|-----------|---------------|--------------------|---------------|---------------------|
| ARL ** | 383798 | 12120 | 3% | 11009 | 2.87% | 10262 | 2.67% |
| BROOK | 64527 | 1041 | 2% | 962 | 1.49% | 919 | 1.42% |
| BTRL | 107194 | 2164 | 2% | 2018 | 1.88% | 1941 | 1.81% |
| CCL | 121765 | 1593 | 1% | 1233 | 1.01% | 884 | 0.73% |
| CHAT | 48825 | 724 | 1% | 568 | 1.16% | 451 | 0.92% |
| CHRL | 175475 | 5152 | 3% | 4537 | 2.59% | 4175 | 2.38% |
| CLAYTN | 511129 | 41546 | 8% | 39406 | 7.71% | 37703 | 7.38% |
| CPRL ** | 241997 | 9122 | 4% | 8208 | 3.39% | 7436 | 3.07% |
| CRLS ** | 116387 | 3587 | 3% | 3250 | 2.79% | 2952 | 2.54% |
| DCPL ** | 300522 | 24612 | 8% | 22602 | 7.52% | 21056 | 7.01% |
| DTRL | 102947 | 2648 | 3% | 2427 | 2.36% | 2269 | 2.20% |
| ECGR ** | 631678 | 27364 | 4% | 25738 | 4.07% | 24536 | 3.88% |
| ECPL | 76104 | 2158 | 3% | 2084 | 2.74% | 1990 | 2.61% |
| FBHCL | 59550 | 2666 | 4% | 2489 | 4.18% | 2385 | 4.01% |
| FRRLS | 494764 | 19445 | 4% | 18219 | 3.68% | 17354 | 3.51% |
| HALL ** | 299688 | 11642 | 4% | 10584 | 3.53% | 9768 | 3.26% |
| HART | 34053 | 1200 | 4% | 1136 | 3.34% | 1090 | 3.20% |
| HCLS ** | 208873 | 11053 | 5% | 10044 | 4.81% | 9394 | 4.50% |
| HOU ** | 176948 | 10946 | 6% | 10248 | 5.79% | 9779 | 5.53% |
| JCL | 57089 | 521 | 1% | 434 | 0.76% | 389 | 0.68% |
| KRLS | 115346 | 3033 | 3% | 2818 | 2.44% | 2630 | 2.28% |
| LBRLS | 199778 | 2157 | 1% | 1753 | 0.88% | 1385 | 0.69% |
| LEE ** | 64364 | 2735 | 4% | 2515 | 3.91% | 2376 | 3.69% |
| MCCLS | 128794 | 3635 | 3% | 3446 | 2.68% | 3230 | 2.51% |
| MGRL | 513884 | 31987 | 6% | 30185 | 5.87% | 29039 | 5.65% |
| MRLS | 116779 | 3034 | 3% | 2820 | 2.41% | 2672 | 2.29% |
| NCLS ** | 151139 | 2215 | 1% | 1535 | 1.02% | 927 | 0.61% |
| NEG | 203756 | 6882 | 3% | 6332 | 3.11% | 5961 | 2.93% |
| OCRL | 185434 | 5379 | 3% | 4664 | 2.52% | 4170 | 2.25% |
| OHOOP ** | 147944 | 2377 | 2% | 2165 | 1.46% | 1992 | 1.35% |
| OKRL | 159883 | 6888 | 4% | 6516 | 4.08% | 6130 | 3.83% |
| ORLS | 112165 | 2367 | 2% | 2153 | 1.92% | 2005 | 1.79% |
| PIED | 245467 | 7318 | 3% | 6573 | 2.68% | 5981 | 2.44% |
| PMRLS | 127126 | 3392 | 3% | 3176 | 2.50% | 2976 | 2.34% |
| PPL | 71225 | 2129 | 3% | 1925 | 2.70% | 1815 | 2.55% |
| RML ** | 66622 | 996 | 1% | 852 | 1.28% | 737 | 1.11% |
| ROCK ** | 120415 | 6884 | 6% | 6273 | 5.21% | 5831 | 4.84% |
| SGRL | 265707 | 6222 | 2% | 5118 | 1.93% | 4419 | 1.66% |
| SHRL ** | 378433 | 16942 | 4% | 15552 | 4.11% | 14598 | 3.86% |
| SJRLS ** | 100288 | 2212 | 2% | 2124 | 2.12% | 2019 | 2.01% |
| SRL | 124915 | 4725 | 4% | 4430 | 3.55% | 4166 | 3.34% |
| STATELIB | 15230 | 22 | 0% | 19 | 0.12% | 16 | 0.11% |
| STRL ** | 226502 | 10555 | 5% | 9802 | 4.33% | 9237 | 4.08% |
| SWGRL | 184859 | 7491 | 4% | 7071 | 3.83% | 6680 | 3.61% |
| TCPLS ** | 116287 | 2243 | 2% | 1917 | 1.65% | 1664 | 1.43% |
| THRL | 185020 | 2237 | 1% | 1829 | 0.99% | 1503 | 0.81% |
| TLLS ** | 87174 | 5425 | 6% | 4853 | 5.57% | 4575 | 5.25% |
| TRRL ** | 365806 | 15537 | 4% | 14461 | 3.95% | 13464 | 3.68% |
| URRLS | 284593 | 7658 | 3% | 7045 | 2.48% | 6502 | 2.28% |
| WGRL | 679001 | 39167 | 6% | 36504 | 5.38% | 34145 | 5.03% |
| WORTH | 36477 | 1181 | 3% | 1082 | 2.97% | 969 | 2.66% |
| TOTAL | 9993726 | 406329 | 4% | 374704 | 3.75% | 350547 | 3.51% |

FY09 IntraPINES Loans by System July 1, 2008 - June 30, 2009

Total = 591,048

| Library System | Loaned | Borrowed | Delta |
|----------------|--------|----------|--------|
| ARL | 18265 | 38014 | 19749 |
| BROOK | 4170 | 455 | -3715 |
| BTRL | 3647 | 3669 | 22 |
| CCL | 9410 | 5515 | -3895 |
| CHAT | 3863 | 2252 | -1611 |
| CHRL | 11272 | 6736 | -4536 |
| CLAYTN | 28106 | 23348 | -4758 |
| CPRL | 18086 | 8537 | -9549 |
| CRLS | 10057 | 19711 | 9654 |
| DCPL | 23683 | 11963 | -11720 |
| DTRL | 5569 | 2456 | -3113 |
| ECGR | 34214 | 35195 | 981 |
| ECPL | 2559 | 2636 | 77 |
| FBHCL | 4011 | 1906 | -2105 |
| FRRLS | 25491 | 44011 | 18520 |
| HALL | 25341 | 26418 | 1077 |
| HART | 1623 | 2309 | 686 |
| HCLS | 11819 | 26241 | 14422 |
| HOU | 14607 | 16902 | 2295 |
| JCL | 3978 | 1566 | -2412 |
| KRLS | 5868 | 3328 | -2540 |
| LBRLS | 7041 | 6100 | -941 |
| LEE | 8089 | 6297 | -1792 |
| MCCLS | 4182 | 1053 | -3129 |
| MGRL | 26633 | 18705 | -7928 |
| MRLS | 7119 | 9540 | 2421 |
| NCLS | 6975 | 17480 | 10505 |
| NEG | 14880 | 15666 | 786 |
| OCRL | 12012 | 6850 | -5162 |
| OHOOP | 6493 | 4177 | -2316 |
| OKRL | 5286 | 6729 | 1443 |
| ORLS | 3629 | 7792 | 4163 |
| PIED | 14820 | 25642 | 10822 |
| PMRLS | 7341 | 4641 | -2700 |
| PPL | 2889 | 2871 | -18 |
| RML | 6048 | 2297 | -3751 |
| ROCK | 6454 | 12495 | 6041 |
| SGRL | 17467 | 11162 | -6305 |
| SHRL | 27327 | 12996 | -14331 |
| SJRLS | 4827 | 2348 | -2479 |
| SRL | 4642 | 5863 | 1221 |
| STATELIB | 1008 | 165 | -843 |
| STRL | 20115 | 14563 | -5552 |
| SWGRL | 13390 | 3969 | -9421 |
| TCPLS | 8950 | 8098 | -852 |
| THRL | 4820 | 7066 | 2246 |
| TLLS | 7854 | 7158 | -696 |
| TRRL | 24203 | 18299 | -5904 |
| URRLS | 17796 | 23179 | 5383 |
| WGRL | 29956 | 43873 | 13917 |
| WORTH | 3163 | 806 | -2357 |

Director's Report
October 15, 2009
Athens Regional Library Board

There has been a flurry of activity this quarter with the final wrap up of the summer reading program, back to school events, and special programs. Mark is working with Mamie to put together the Annual Report. And all indicators would point to a very busy year with more computer use, more books checked out, and more questions asked.

One of the first activities this quarter was to advertise and hire a new Children's Librarian. After a long search and interviewing sessions, we offered the position to our Interim Children's Manager, Kim James. Kim is working on her MLS from Valdosta State University and has built strong relationships with other agencies in the community. She is also a very dedicated team player with experience in teaching and supervising others. She brings enthusiasm and energy to the position.

Jeff Tate and Diane Williams have decided to retire and then return to work for a year part-time. Jeff will retire at the end of November and returns Jan. 1 to work on the Reference Desk. Diane retires at the end of October and will return on Dec. 1 to work on collection development. Clare Auwarter also plans to leave near the first of the year. She plans to move to Houston for a year to be a "granny nanny".

Jan Burroughs, our longtime Oglethorpe Branch Manager, has completed her master's degree from Alabama and has accepted the position of Assistant Director at the Elbert County Library along with a \$20,000 salary adjustment. Great for her, but now we are beginning the search for a new branch manager.

The highlights of the quarter include two major activities. First, we established an RFQ for architects for the Royston and Madison County projects, reviewed proposals and selected a firm that will be working on both projects. The firm of Ponder and Ponder from Duluth was selected by each board independently. We will likely begin design on each project in early January.

As of this week, the Royston project is number 3 on the list, Madison County is number 4. Eighteen projects were presented to the Office of Planning and Budget and we hope that at least the first 8 will be officially presented to the Governor for inclusion in his budget. If you see any legislators, please encourage them to support these projects. State funding is critical for each project although there is also local funding involved.

The other point to make is that the State Library has established specific deadlines that must be met to continue on the funding list. We have met every deadline for such things as site application, structural survey, financial assurance document, draft building program and environmental study. The final, completed building program is due on Nov. 1. Thanks to those board members who were able to help expedite signatures and assurances this year!

The second major effort was to apply for the Federal Broadband Stimulus Package. Clare Auwarter and I developed a proposal to establish six community learning centers around the region with instructors to help the community learn how to use the equipment and relevant software. Centers would be located in Carnesville, Oglethorpe County, Pinewoods, Casa de Amistad, East Athens, and in the headquarters library in Athens. We have made it through the preliminary screening, the proposal is now in the hands of the Georgia Technology Authority where a decision should be made tomorrow, and could be going back to the Federal Stimulus people for a decision by early November. We had a very short timeframe to get this together, but everyone we contacted was so helpful.

Clare and I have been invited to attend a special event sponsored by Target at the Children's Museum of Atlanta to recognize our grant award [along with all others awarded this year] from the Target Foundation next week. The grant, *Shake, Rattle and Rhyme*, focuses on building skills for early readers and will offer art and music along with listening activities for children in Athens, Pinewoods and Winterville. Pam Blanchard of Sunnyside Up and Toni Carlucci from the Lyndon House Arts Center will assist Children's Specialist Kim James in this program.

The State Talking Book Center conducted a performance audit on our TBC. One of the issues under discussion is how we see the future of this service. I have stated that I think it's an essential service, particularly with the rapid growth in the older population in our area, and would be very reluctant to see our center merged with another. However, I do think that housing the materials elsewhere is very possible. We could then focus more on outreach and education rather than preparing materials for mailing. The consultants have yet to issue their report, but I anticipate that it will be positive.

We also continue to discuss shared services among a group of library systems. The first step may be to consider consortium purchase of RFID and self-check-out units. By working together, we can lower the overall cost of the system and individual tags. RFID will enable us to use our current staff in direct patron service rather than attending desks. A Return on Investment study indicates that we could recover the cost of implementation, including a system that sorts and checks in books at the circulation area, within 5 years. Uncle Remus [partial installation] and Gwinnett County Library Systems [all branches] have already purchased RFID systems and report that they are working well.

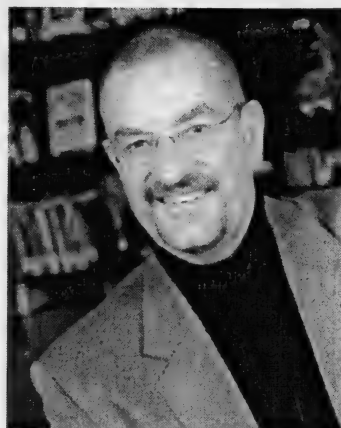
The Digital Bookmobile will be here on November 12 from 12-6. It's quite a cool vehicle, so if you can, please plan to stop by and take a tour. It may be something we want to consider in our future.

The Athens Building Project: SPLOST manager Keith Sanders has been on vacation, but just before leaving sent a draft architectural contract to David Moore for the final design work

Attached: Information about the next SPLOST program; Information from the FINRA grant from Teri Hanna; and program activities.

FOGL

Friends of Georgia Libraries
presents



"It Takes a Village"

featuring **Peter Pearson**

President, The Friends of The Saint Paul Public Library

with **Joshilyn Jackson**

Author of *The Girl Who Stopped Swimming;*
Between, Georgia; and Gods in Alabama



About the program: Peter Pearson

These difficult economic times are not the time to bury our heads in the sand! Libraries need all the support they can get from their Friends, trustees and Foundations. Peter Pearson will share some ways that The Friends of the Saint Paul (MN) Library have kept library funding on the increase when neighboring library systems' budgets have been cut. Learn about this unique organization for advocacy and fundraising, and the keys to its success.

Luncheon Speaker: Joshilyn Jackson

Date: Saturday, November 7, 2009

Time: 10 a.m. to 3 p.m.

Place: Smyrna Public Library, 100 Village Green Circle, SE, Smyrna, GA

Registration Fee: \$35 for FOGL members
\$45 for non-members (includes membership for 2010)

About the Speaker:

Peter Pearson is the President of The Friends of the Saint Paul Public Library in Minnesota. Mr. Pearson has a master's degree in educational administration from the University of Minnesota. He has been a classroom teacher, school principal, and executive director of two non-profit educational programs prior to taking this position as President of The Friends and Foundation of the Saint Paul Public Library. He is a frequent speaker and presenter at state and national library conferences. A native of Chicago, Illinois, Mr. Pearson has lived in the Minneapolis/Saint Paul area for the last 30 years.

For a registration form, go to www.georgia-friends.org.

"It Takes a Village"

Registration Form

Name _____

Address: _____

City: _____ State: _____ Zip: _____

Phone (h): _____ (w): _____ (cell) _____

E-mail: _____

Name of your local Friends of the Library group:

Are you representing your Friends Group as a designated member? ☐ yes ☐ no

Registration Fee includes a box lunch on Friday. Please check one:

☐ Regular ☐ Vegetarian ☐ Other Dietary Needs: _____

Registration Fee for Reception and Workshop enclosed:

☐ Individual Member or FOL Group Member representative \$35
(Group Membership entitles a Friends Group to up to 5 discounted registrations)

☐ Non-members \$45 (includes membership in FOGL for 2010)

☐ Additional Donation to FOGL: \$ _____

You may register online at <http://www.georgia-friends.org/> and pay at the door, or complete this form and return with payment **by October 31** to:

FOGL
c/o Arlys Ferrell, Treasurer
130 White Oak Court
Fayetteville, GA 30214

Friends of Georgia Libraries, Inc. keeps all personal information private
and does not share members' phone numbers, mailing addresses or e-mail addresses with third parties.

ATHENS REGIONAL LIBRARY
2010 Holiday Schedule

January 1, 2010. New Year's Day
January 18, 2010 Martin Luther King Birthday
April 4, 2010 Easter Sunday
May 31, 2010 Memorial Day
July 4, 5, 2010. Independence Day
September 6, 2010. Labor Day
October 21, 2010 Staff Development Day
November 25, 2010 Thanksgiving Day
December 24, 25, 26, 2010. Christmas Holidays
December 31, 2010. New Year's Eve
January 1, 2011. New Year's Day

[November 24 close at 6:00 PM]
[December 23, close at 6:00 PM]

A BILL TO BE ENTITLED

AN ACT

To amend Code Section 20-5-40 of the Official Code of Georgia Annotated, relating to establishment of county and municipal library systems, so as to provide that where a county operates a county-wide library system, the county may levy a separately stated ad valorem tax millage for public library purposes and may segregate library system funds from other funds of the county: to provide an effective date; to repeal conflicting laws and for other purposes.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA

Section 1.

Code Section 20-5-4- of the official Code of Georgia Annotated, relating to establishment of county and municipal library systems, is amended by adding a new subsection (c) as follows:

“(c) Where a county operates a county-wide library system, the county may levy a separately stated ad valorem tax millage for library system purposes and may segregate library system funds from other funds of the county. Such funds shall only be used to operate the county-wide library system”

Section 2.

This Act shall become effective upon its approval by the Governor or upon becoming law without such approval.

All laws and parts of laws in conflict with this Act are repealed.

From: Kathryn Ames
Subject: Article for board packets
Date: Wednesday, September 2, 2009 11:13am

To: mkatzman@athenslibrary.org
Cc:

Attach: blueavocado_emaillogo.gif (11.3 KB)
email.gif (< 1 KB)
print.gif (< 1 KB)
GPS-to-Paris-for-web.gif (8.8 KB)
Nonprofit-Finance-logo-for-.gif (12.1 KB)
Jeanne_s-revised-projection.gif (31.5 KB)
Jeanne-Bell-headshot-for-we.jpg (4.5 KB)
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- Nonprofits' Insurance Alliance of California (NIAC)
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for nonprofits.

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Focus on the Destination, Not the Route (Budget)!

Nonprofit Finance & Strategy • By Jan Masaoka • August 31, 2009 • [Email](#) [Print](#)

GPS going to Paris graphic

It's time to stop looking at budgets, argues Jeanne Bell in this provocative finance column, and pay attention instead to projections and financial goals:

In this precarious era, annual budgets have become like new cars: they lose value even as you drive them off the lot.

How many of us could predict even a few months ago what might take place to affect our donations, our foundation grants, or our government contracts? The entrenched practice in many nonprofits of using the approved budget as the primary financial reference point just isn't suited to effective financial leadership anymore.

Focusing on the annual budget -- adopted months ago -- is like setting a course on the high seas and staying with it even when unexpected rocks suddenly appear, or a more favorable, alternative route opens up ahead. Instead of being locked into a carefully constructed annual budget, we need to be freed up to incorporate new information as we make continuous financial choices.

Shifting the focus

What does it mean to shift from a focus on budget-to-actual to a focus on rolling projections? First, as an early part of the budget process, management and the board should commit to an overall financial goal for the year. In some cases they'll want to finish the year with a surplus, in other years, to break even, and at other times they'll want to invest reserve funds through a deficit budget (see my last column for more on these options). This choice and commitment becomes fundamental to all financial decisions throughout the year. This overall financial goal for the year -- rather than the adhering to line items that make it up -- must become the business driver.

In step with this commitment, effective management teams review the organization's performance each month when the financial statements come out. This review fulfills two key responsibilities:

- Assessing financial performance year to date, and
- Surfacing any new, critical financial information.

The first is the traditional look at actual performance compared to budget, or variance. The latter means asking ourselves things like: "Is Nonprofit Finance & Strategy this 20% drop in direct mail donations likely to hold for the rest of the year?" and "Are there foundation grant assumptions in the budget that look shaky?" and "If Jane does resign to go back to school next month, do we absolutely need to replace her?"

It's this discussion on the *future* that enables timely financial projection and decision-making. For instance, the fact that Jane's salary is in the budget for the whole year does not mean that the organization shouldn't take a second look at her job and determine if this is a good moment to save money rather than immediately fill the position. Instead of doing anything because "it's in the budget," leaders are quick to use new financial data to make the best decisions they can make in real time.

Approaching midyear, staff should start a process to update their financial assumptions for the rest of the year, reviewing all major income and expense line items. This analysis should be presented in a new year-end projection column added to the monthly income statement shared with staff and board. This additional year-end projection column does not replace the approved annual budget column. It provides

a helpful picture of staff's new best estimate of where the organization will end the year. As the organization approaches the fourth quarter and begins building next year's annual budget, it is these more recent projections, not last year's budget, that become the starting point for next year's planning.

Projection spreadsheet example

As you can see in this excerpt from a report, the variance from budget is important, but not as a pointer to what decisions need to be made in order to reduce variances. Instead, variances are important as tools to get to the more important guide: the projection for the end of the year. In this instance, the organization had budgeted for a \$200,000 surplus for the year. Management's mandate is to meet that goal, rather than to stick to the budgeted revenue and expense items.

This projection also illuminates the choice that management and the board can make at this point: whether to institute changes that will come closer to the financial goal, or to change the financial goal.

Not a reset button

The most important reason to make this shift in focus to rolling projections is that the fiscal year end provides no magical re-set opportunity. We don't get to start over, leaving behind last year's financial missteps to try again with a new budget. We're charged with managing the organization financially every day; each one of our major choices has a lasting impact on the organization's financial

health. When we use the most current information we have rather than rely on stale assumptions from last year, we are freed from the weight of a budget set in stone to attain our true goal of managing the organization more effectively.

An important and fairly easy step to take now: Do a revised projection at the end of the current quarter, and have the management team and the board discuss it. Consider these questions:

- What are the key discrepancies between what's in the budget and what we now believe is going to happen?
- Given this information, do we need to expect a different financial outcome for the year than what the budget was meant to achieve?
- What changes need to be made in the management of any revenue or expense items?
- What implications are there for the next fiscal year, given the projected financial result of this year?

Taking new information into account has always been something of a problem in nonprofits that use the annual budget as a guide throughout the year. But the current economic climate makes it even more important to see financial projections as the dynamic, changing financial document that helps management and the board think about what might need to be done differently.

See also:

- Nonprofit Budgets Have to Balance: *False!*
- Finance Fear Factor Ratios
- A Nonprofit Dashboard and Signal Light for Boards

Jeanne Bell photo

Jeanne Bell is CEO of CompassPoint Nonprofit Services. Her published work includes many research studies and her book, *Financial Leadership: Guiding Your Organization to Long-Term Success*, was published by Fieldstone Alliance. She is currently co-authoring a book on nonprofit strategies for financial sustainability.

- Email this page
- Printer-friendly version

Comments

Anonymous

September 1st, 2009

This is why I like dashboards. It helps the board focus on trends and not whether we are paying more or less for postage than projected.

- reply

Anonymous

September 1st, 2009

Thank you for the sound advice. Dramatic Results, Long Beach, CA

- reply

Kate Barr

September 2nd, 2009

This is a great approach to managing the financial aspects of a nonprofits with a strategic mindset. I would add one more suggestion - to review the actual results as compared to the underlying assumptions (not just the numbers). This is a way to learn about assumptions and get better at it.

- reply

Post new comment

Anyone, even anonymous site visitors, may post comments to Blue Avocado articles. Blue Avocado members may also receive notices of later comments to any article they comment upon (select from the drop down menu below). However, one must have a user account with Blue Avocado to receive follow-up comment notifications. Non-registered site visitors may create a user account at <http://blueavocado.org/user/register>, then log in using your Account Name.

Comment: *

Athens Regional Library System
Athens-Clarke County

Circulation

Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 56,744 | 63,279 | 62,210 |
| August | 49,007 | 53,537 | 56,761 |
| Sept. | 45,344 | 51,046 | 55,161 |

E.Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1119 | 1,656 | 671 |
| August | 750 | 805 | 352 |
| Sept. | 579 | 977 | 441 |

Pinewoods

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1821 | 1,564 | 1,958 |
| August | 1988 | 1,878 | 2,033 |
| Sept. | 1675 | 1,543 | 2,185 |

Lay Park

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1596 | 1,130 | 1,499 |
| August | 1022 | 990 | 465 |
| Sept. | 1068 | 1,056 | 564 |

Winterville

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1,536 | 1,874 | 1,931 |
| August | 1,226 | 1,491 | 1,491 |
| Sept. | 1,219 | 1,728 | 1,936 |

Bookmobile/Outreach

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 547 | 477 | 258 |
| August | 284 | 613 | 122 |
| Sept. | 435 | 490 | 223 |

Overdrive

Athens

| | FY 2009 | FY2010 |
|--------|----------------|---------------|
| July | 159 | 453 |
| August | 163 | 481 |
| Sept. | 143 | 415 |

Pinewoods

| | FY 2009 | FY2010 |
|--------|----------------|---------------|
| July | 4 | 2 |
| August | 3 | 1 |
| Sept. | - | 6 |

Attendance

Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 62,340 | 72,340 | 61,870 |
| August | 62,802 | 82,419 | 59,571 |
| Sept. | 52,018 | 52,025 | 54,143 |

E. Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 449 | 718 | 408 |
| August | 447 | 470 | 209 |
| Sept. | 309 | 528 | 345 |

Pinewoods

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1,699 | 2,199 | 1,796 |
| August | 1,703 | 1,806 | 2,326 |
| Sept. | 1,717 | 2,115 | 2,504 |

Lay Park

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1108 | 908 | 1,159 |
| August | 802 | 683 | 485 |
| Sept. | 1007 | 898 | 860 |

Winterville

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 765 | 754 | 851 |
| August | 567 | 684 | 759 |
| Sept. | 671 | 755 | 762 |

Computer Use

Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 20,299 | 20,200 | 22,287 |
| August | 19,284 | 20,249 | 22,451 |
| Sept. | 39,583 | 40,449 | 44,738 |

E. Athens

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 217 | 351 | 274 |
| August | 214 | 226 | 151 |
| Sept. | 125 | 241 | 245 |

Pinewoods

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1418 | 1,764 | 623 |
| August | 855 | 1,322 | 736 |
| Sept. | 1338 | 1,676 | 796 |

Lay Park

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 189 | 204 | 293 |
| August | 190 | 202 | 116 |
| Sept. | 172 | 277 | 194 |

Winterville

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 283 | 255 | 279 |
| August | 224 | 225 | 224 |
| Sept. | 217 | 248 | 320 |

Franklin County Libraries**Circulation****Lavonia-Carnegie**

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 3,162 | 3,483 | 3,583 |
| August | 1,951 | 2,037 | 2,297 |
| Sept. | 1,521 | 1,695 | 1,893 |

Royston

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 4,657 | 5,400 | 5,074 |
| August | 3,334 | 3,121 | 3,479 |
| Sept. | 2,396 | 3,055 | 3,545 |

Outreach

| | FY2008 | FY2009 | FY2010 |
|--------|---------------|---------------|---------------|
| July | 212 | 167 | - |
| August | 231 | - | 172 |
| Sept. | 220 | 160 | 170 |

Overdrive**Lavonia-Carnegie**

| | FY2009 | FY2010 |
|--------|---------------|---------------|
| July | 8 | 25 |
| August | 14 | 22 |
| Sept. | 13 | 21 |

Royston

| | FY2009 | FY2010 |
|--------|---------------|---------------|
| July | 10 | 21 |
| August | 8 | 17 |
| Sept. | 2 | 30 |

Attendance**Lavonia-Carnegie**

| | FY2008 | FY2009 | FY2010 |
|--------|---------------|---------------|---------------|
| July | 5,196 | 5,081 | 4,906 |
| August | 4,305 | 4,511 | 3,414 |
| Sept. | 2,166 | 4,264 | 4,267 |

Royston

| | FY2008 | FY2009 | FY2010 |
|--------|---------------|---------------|---------------|
| July | 6,158 | 7,198 | 7,531 |
| August | 5,732 | 6,067 | 5,872 |
| Sept. | 4,307 | 5,361 | 6,793 |

Computer Use

Lavonia-Carnegie

| | FY2008 | FY2009 | FY2010 |
|--------|---------------|---------------|---------------|
| July | 1285 | 1,558 | 1,613 |
| August | 1110 | 1,350 | 1,719 |
| Sept. | 943 | 1,366 | 1,572 |

Royston

| | FY2008 | FY2009 | FY2010 |
|--------|---------------|---------------|---------------|
| July | 1498 | 1,752 | 1,952 |
| August | 1401 | 1,771 | 1,800 |
| Sept. | 1062 | 1,768 | 1,701 |

Madison County

Circulation

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 7,432 | 8,822 | 8,057 |
| August | 6,224 | 7,231 | 6,488 |
| Sept. | 5,496 | 6,728 | 7,124 |

Outreach

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 204 | 20 | 124 |
| August | 190 | 103 | 198 |
| Sept. | 123 | 113 | 110 |

Overdrive

| | FY2009 | FY2010 |
|--------|---------------|---------------|
| July | 13 | 12 |
| August | 18 | 23 |
| Sept. | 23 | 19 |

Attendance

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 9,311 | 9,423 | 9,050 |
| August | 8,863 | 8,571 | 8,727 |
| Sept. | 8281 | 10,111 | 9,818 |

Computer Use

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 3,839 | 2,872 | 3,072 |
| August | 4,120 | 3,179 | 2,875 |
| Sept. | 2,848 | 2,951 | 2,823 |

Oconee County Libraries

Circulation

Oconee

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 16,708 | 18,382 | 18,476 |
| August | 14,060 | 15,491 | 16,431 |
| Sept. | 13,767 | 15,303 | 16,917 |

Bogart

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 4,276 | 4,757 | 4,961 |
| August | 3,645 | 3,619 | 4,302 |
| Sept. | 3,264 | 3,611 | 4,643 |

Outreach

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 15 | 22 | 32 |
| August | - | 19 | - |
| Sept. | 14 | 24 | 35 |

Overdrive

Oconee

| | FY2009 | FY2010 |
|--------|---------------|---------------|
| July | 43 | 132 |
| August | 74 | 145 |
| Sept. | 90 | 127 |

Bogart

| | FY2009 | FY2010 |
|--------|---------------|---------------|
| July | 34 | 32 |
| August | 26 | 35 |
| Sept. | 31 | 38 |

Attendance

Oconee

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 17,651 | 20,029 | 22,039 |
| August | 18,520 | 19,426 | 20,089 |
| Sept. | 14,936 | 19,179 | 22,553 |

Bogart

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 5176 | 5,741 | 6,392 |
| August | 4806 | 4,931 | 5,525 |
| Sept. | 3886 | 4,296 | 5,882 |

Oconee

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 4042 | 4,997 | 5,752 |
| August | 4197 | 5,103 | 5,182 |
| Sept. | 3445 | 4,762 | 5,250 |

Bogart

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 895 | 892 | 1,554 |
| August | 794 | 949 | 1,620 |
| Sept. | 638 | 758 | 1,656 |

Oglethorpe Library**Circulation**

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 4,131 | 4,282 | 4,286 |
| August | 3,217 | 3,659 | 3,860 |
| Sept. | 3,225 | 3,578 | 4,439 |

Outreach

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 99 | 97 | 96 |
| August | 64 | 97 | 98 |
| Sept. | - | 94 | - |

Overdrive

| | FY2009 | FY2010 |
|--------|---------------|---------------|
| July | 1 | 21 |
| August | 1 | 12 |
| Sept. | - | 13 |

Attendance

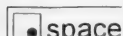
| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 6,265 | 7,247 | 6,231 |
| August | 5,376 | 5,762 | 6,599 |
| Sept. | 5,090 | 5,618 | 6,106 |

Computer Use

| | FY 2008 | FY 2009 | FY2010 |
|--------|----------------|----------------|---------------|
| July | 1482 | 2,497 | 2,210 |
| August | 1607 | 2,089 | 2,285 |
| Sept. | 1594 | 1,881 | 2,154 |

**ATHENS REGIONAL LIBRARY SYSTEM**

Athens-Clarke County Library, Headquarters
2025 Baxter Street · Athens, Georgia 30606 · 706.613.3650
[Hours](#) | [Directions](#)

Thursday, October 15HOW DO I: [Get a Library Card?](#)[Go](#)[plain-text version of main menu](#)**Staff Development Day 2009 Class Registration**

Staff Development Day will be on Thursday, October 22, and we are offering 10 different classes. From the following list, please choose only **four** classes that you would want to attend. Please number them 1-4, with 1 being your first choice.

In the next section, please choose two alternate classes by placing an "x" next to your two choices. If your four preferred classes are full (unavailable), we may need to enroll you in one of your alternate classes. We will try our best to give everyone their top four choices, but some classes may fill quickly due to space limitations.

We are filling classes on a first-come, first-served basis, so the sooner you send in your form the more likely you will get your top four choices. Some descriptions have been altered since the previous survey, so please read the descriptions. **Make sure you include your name.** Thank you!

Name:

Please number your four class choices from 1-4 with 1 being your top choice.

Children's Showcase

The children's showcase will demonstrate successful programming ideas (Slimy Science, Camp Out at the Library and Pajama Rama with Santa), storytime tips and tricks, and how to do 1 or 2 person puppet shows. They will also have an open table for brainstorming new programming ideas.

Young Adult Showcase

The YA showcase will demonstrate several successful teen programs (henna, bead-making, tshirt surgery, mandala mosaics, gaming) with hands-on workshops to teach the techniques. An open table discussion spot will be available to discuss all aspects of teen programming and to share ideas for getting teens into the library.

ETC Showcase

The ETC showcase will be a "technology petting zoo." Staff will be available to demonstrate and allow regional staff time to practice using scanners, digital cameras, MP3 players, CD burning, flash drives and much more. Tech Tips videos will be available to watch on multiple topics. Any technology-related question can be asked and answered. *If you choose this class, please put an "x" next to the technologies you are most interested in learning.*

☐

Scanners

☐

Laptops (wireless access)

☐

Digital Cameras

☐

MP3 players

CD burning

Flash Drives

Twitter

Facebook

Photoshop

Delicious

Specific Interests/Questions:

Evergreen/Pines Tips and Tricks

This workshop will cover how to read reports and other helpful tips to get more out of Evergreen and Pines. Staff can bring specific questions to be answered about either Pines or Evergreen. *If you choose this class, please ask a question that you would like to see addressed on Staff Development Day:*

Getting the Word Out: How to Develop a Media Strategy to Promote Library Events/Grants

Got a great program idea but aren't quite sure why the local newspaper won't run a story about it? Learn how to effectively promote your programming and how to talk to reporters. We will discuss planning, fliers, news releases and interviews.

Talk Table: Adult Services

This is an open table discussion of Adult Services issues. Brush up on reference interview techniques and strategies. Share success stories or brainstorm to solve problems. Share ideas for adult programs including successful programs from different branches and how to locate appropriate speakers.

How to Attract Non-library Users to the Library

We will be asking regional Friends groups for volunteers to survey the public at a selected site or two in their community to learn why people either use or do not use their library. We will present the results and then moderate a discussion on how to use the information gathered to encourage more people to become library users.

How to Help Patrons with Job Applications and Resumes

Learn about the resources offered on the library website to aid in job searches, software available to write resumes, and how to navigate the typical online application.

GALILEO Quickstart/Internet Literacy

Learn about a few of the most useful GALILEO databases and how to effectively search to get the best results. Learn more about evaluating website content outside of GALILEO for helping and teaching patrons.

Money Matters

Money Matters is a new program designed to teach basic money management skills, from making your paycheck last to basic investment tips. Teri Hanna will give an overview of the program, including class materials you can use with your patrons. The Money Matters web page, featuring the best finance and money-saving web sites, will be shown as well. You will undoubtedly come away with financial tips for your patrons and for yourself. *If you choose this class, please put an "x" next to the topics you are most interested in learning.*

Understanding and Managing your credit score

Creating a Budget That Works

Savings Tips

FDIC Insurance and Essential Documents

Please select your two alternate classes by placing an "x" next to your choices. See above for descriptions.

☐ **Children's Showcase**

☐ **Young Adult Showcase**

☐ **ETC Showcase**

If you choose this class, please put an "x" next to the technologies you are most interested in learning.

☐

Scanners

☐

Laptops (wireless access)

☐

Digital Cameras

☐

MP3 players

☐

CD burning

☐

Flash Drives

☐

Twitter

☐

Facebook

☐

Photoshop

☐

Delicious

☐

Specific Interests/Questions:

Evergreen/Pines Tips and Tricks

If you choose this class, please ask a question that you would like to see addressed on Staff Development Day:

Getting the Word Out: How to Develop a Media Strategy to Promote Library Events/Grants

Talk Table: Adult Services

How to Attract Non-library Users to the Library

How to Help Patrons with Job Applications and Resumes

GALILEO Quickstart/Internet Literacy

Money Matters

If you choose this class, please put an "x" next to the topics you are most interested in learning.

Understanding and Managing your credit score

Creating a Budget That Works

Savings Tips

FDIC Insurance and Essential Documents

Comments:

SUBMIT

ATHENS-CLARKE COUNTY LIBRARY BOARD
CALLED MEETING Minutes, November 10, 2009

Order of Business: SPLOST goals for the period of 2011-2018.

Meeting was called to order at 4:00 PM by Chairman Ms. Bogue. Those present were: Mr. Bentley, Ms. Dunn, Mr. Hopper, Mr. Patten, Ms. Lane, Mr. Timmons, Ms. Williams, Mr. Flick, Mr. Gaither, Mr. Kauderer and Mr. Eberhard. Mr. Caldwell, Ms. Reynolds, Mr. Prokasy and Ms. Kohl were absent. Staff members present were Mrs. Ames and Mr. Katzman, who recorded the minutes.

Chairman Bogue said that we needed conclusions for directions concerning SPLOST funds as the Project request deadline for applications is December 15.

Mr. Hopper, who is on a SPLOST Committee, gave a general overview of SPLOST. The main program goal is to maintain and enhance community services by providing funding for citizen identified capital projects. The funding is over the next 8 years with an estimated \$170 million.

There was discussion and some initial projects were considered. A larger theater, extended use of our parking lot to generate revenue, a larger Store, a library within the jail, RFID for self-check-out, LEEDS certified standards for building renovations, new chilling tower, retro-fit our lighting system, a new trailer for Pinewoods Branch, garage for library vehicles, more books, replacement computers, South East Branch in Park and West Side Branch.

Mrs. Ames spoke of looking to the next 10-15 years, and maybe proposing both an East Side as well as West Side branches which might include a learning center facility. She said that we needed a priority order.

The ideas were written on the display board and there was more discussion.

The projects that remained were the cooling tower, LEEDS, lights, RFID, SE Park Branch, learning facility.

Mrs. Ames would be working up the proposal, which might also include solar panels and photo cells, but she would need to speak with the architect who is doing our renovation.

There was a unanimous vote to approve these projects for the SPLOST application.

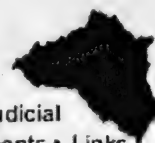
Mr. Hopper abstained.

The meeting adjourned at 5:30 pm.



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SPLOST 2011 Program Goals & Project Selection Criteria

Program Goals:

- Maintain and enhance community services by providing funding for citizen identified capital projects.
- Develop a fixed amount SPLOST program generating \$170 million over an estimated eight (8) year period and authorize some short-term debt as required by Georgia law (O.C.G.A. § 48-8-111.1)
- Approve SPLOST 2011 capital projects that are environmentally and economically sustainable within three (3) broad categories: a) Public Safety, b) Basic Facilities and Infrastructure and c) Quality of Life.
- Hold a SPLOST 2011 referendum not later than November 2, 2010 in order to avoid a break in collections from SPLOST 2005, thereby avoiding additional expenses to local businesses that could result from adjusting sales tax rates at the point of sale.

Project Selection Criteria:

- Projects selected will not increase the annual General Fund operating expenditures by more than \$4 million in total, exclusive of the operating costs for "designated" projects.
- Projects are to be evaluated based on their long-term and ongoing contribution to the sustainability of Athens-Clarke County and its resources. Project applications should address sustainability by identifying components within the proposed project that will accomplish one or more of the following:
 - Conserve energy and reduce the use of fossil fuels
 - Reduce vehicle miles traveled and traffic congestion
 - Promote the use of alternative modes of transportation
 - Maintain or improve air quality
 - Maintain or improve water quality, water resources and/or wastewater resources
 - Maintain or improve resources associated with stormwater management
 - Promote the upgrade and continued use of facilities currently owned by the Unified Government
 - Protect the community's current infrastructure investments
 - Reduce existing and/or future operating cost
- Special consideration should be given to the implementation of projects that would accomplish the next level of multi-phased projects initiated in one or more of the earlier SPLOST programs.

Designated Funding for the SPLOST 2011 Program:

- Funding will be designated by the Mayor and Commission to expand and/or replace the Athens-Clarke County Jail originally constructed in 1981. The current estimated construction cost for this facility is \$80 million. Assuming this level of cost, \$46 million will

be set aside within the SPLOST 2011 program to fund the principal and interest (debt service) during the first eight (8) years of a 24 year G.O. bond issuance to fund the jail construction cost.

- Funding will be designated by the Mayor and Commission in an amount not to exceed \$10 million to pay the short-term "SPLOST" debt for a project or projects to be determined by the M&C in order to meet the legal requirements for a fixed amount SPLOST program.
- Funding will be designated by the Mayor and Commission for projects identified by other municipalities (Winterville and Bogart) within Athens-Clarke County. Based on population, approximately \$2 million in total would be designated to fund appropriate Winterville and Bogart projects.

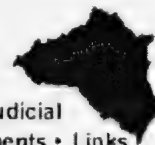
(Note: The current SPLOST 2011 schedule shows December 1, 2009 as the date the M&C will approve designated amounts for projects.)

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SPLOST 2011 Project Request Form Instructions & General Information

Updated Oct. 16, 2009

- [General SPLOST 2011 Information](#)
- [Timeline](#)
- [Frequently Asked Questions \(FAQs\)](#)
- [Project Submission](#)

GENERAL SPLOST 2011 INFORMATION

On September 1, the Athens-Clarke County (ACC) Mayor and Commission approved a schedule for a SPLOST (Special Purpose Local Option Sales Tax) referendum to take place on November 2, 2010. If voters approve the referendum to continue SPLOST, collections for SPLOST 2011 will begin April 1, 2011.

- [Program Goals & Project Submission Criteria](#) [Approved by the Mayor & Commission on Oct. 6, 2009]
- [Implementation Schedule & Tasks to Prepare for a July 20, 2010 G.O. Referendum and a November 2, 2010 SPLOST Referendum](#) [Approved by the Mayor & Commission on Sept. 1, 2009]

Georgia law allows local communities to use SPLOST proceeds for capital improvement projects that would otherwise be paid for with General Fund and property tax revenues. **Governments cannot use SPLOST funds to pay for operating expenses such as personnel salaries or ongoing expenses.**

Early estimates of the collections from the one-cent tax for the SPLOST 2011 Program are based on revenue of \$170 million to be collected over an eight year period.

On July 20, 2010, ACC voters will also vote on a referendum for General Obligation (G.O.) Bonds to support a Jail Project. If these are approved, part of the SPLOST 2011 program - if also approved - can pay the annual debt service of the G. O. debt instead of using property taxes through a dedicated millage rate.

TIMELINE

A more extensive timeline is available in the [agenda item](#) approved by the Mayor & Commission in September 2009.

- Information Session #1 of 3 ([details below](#)): Friday, October 23 – 10:00 a.m. - Noon at 120 Dougherty St. (Auditorium)
- Information Session #2 of 3 ([details below](#)): Tuesday, October 27 – 2:00 - 4:00 p.m. at 120 Dougherty St. (Auditorium)
- **NEW!** Information Session #3 of 3 ([details below](#)): Tuesday, October 27 – 5:30 p.m. at 375 Satula Avenue Training Room (location change)
- Project Request Deadline – Tuesday, December 15, 2009 - 5:00 p.m.

- SPLOST 2011 Committee Submits List of Candidate Projects to Mayor & Commission - No later than May 3, 2010
- SPLOST 2011 Referendum - November 2, 2010

FREQUENTLY ASKED QUESTIONS (FAQS)

When will collections start?

If voters approve a SPLOST 2011 program on November 2, 2010, sales tax collection will begin in April 2011.

Will this add to the current sales tax of 7%?

Total sales taxes will not increase as a result of this program, but would continue at 7% since the current SPLOST collection will end in March 2011.

What is the SPLOST 2011 Citizens Advisory Committee?

A group of twenty-two citizens, the SPLOST 2011 Citizens Advisory Committee ([committee members](#)) is responsible for recommending a list of candidate projects for adoption by the Mayor and Commission. The candidate project list must be submitted to the Mayor and Commission no later than May 3, 2010.

PROJECT SUBMISSION

Instructions and a form for completing and submitting a SPLOST 2011 Project are available online as a Microsoft Word document. **The deadline to request a project is December 15, 2009 at 5:00 p.m.**

- [Online Form \(Microsoft Word\)](#) [Revised 10/23/09]
- [Program Goals & Project Selection Criteria](#)

Two information sessions are scheduled to provide instruction and assistance in completing the request forms. Both sessions cover the same information. Space is limited at these meetings, so please contact Clair Sayer in the Finance Department at (706) 613-3685 (or email clairsayer@co.clarke.ga.us) to reserve a space.

- Friday, October 23 – 10:00 am - Noon at 120 Dougherty St. (Auditorium)
- Tuesday, October 27 – 2:00 - 4:00 pm at 120 Dougherty St. (Auditorium)
- **NEW!** Information Session #3 of 3 ([details below](#)): Tuesday, October 27 – 5:30 p.m. at 375 Satula Avenue Training Room (location change)

Please be aware that projects can be very complicated and require detailed information, particularly for cost projections. **In most cases, it is advised that individuals interested in submitting a project for consideration should work with an organization or agency or contact the appropriate Athens-Clarke County department for assistance.** Departments may also be aware of similar project requests that are being formulated by other groups or individuals.

Some potential project areas and their corresponding contacts are listed below. If you are unsure about what area your project falls under or do not see a contact for your potential project below, please contact John Culpepper (johnculpepper@co.clarke.ga.us) or Chris Caldwell (chrisccaldwell@co.clarke.ga.us) in the Finance Department (706-613-3040) for additional assistance.

- Airport related projects - Athens-Ben Epps Airport (706-613-3420) – Tim Beggerly, Director

- Bus related projects - Athens Transit System (706-613-3432) – Butch McDuffie, Director
- Environmental related projects - Environmental Coordinator (706-613-3530) – Dick Field
- Fire related projects - Fire Department (706-613-3360) – Iby George, Chief
- Garbage, recycling, landfill related projects - Solid Waste Department (706-613-3501) – Jim Corley, Director
- Historic preservation related projects (ACCUG owned) - Central Services Department (706-613-3530) – David Fluck, Director
- Park related projects - Leisure Services Department (706-613-3800) – Pam Reidy, Director
- Police related projects (not including jail) - Police Department (706-613-3330) – Jack Lumpkin, Chief
- Roadway, stormwater, sidewalk, bicycle related projects - Transportation & Public Works Department (706-613-3440) – David Clark, Director
- Water, sewer related projects - Public Utilities Department (706-613-3470) – Gary Duck, Director

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SPLOST 2011 Project Request Form Instructions & General Information

Deadline to request a project: December 15, 2009

General SPLOST Information

Thank you for your interest in submitting a project for consideration as part of the Athens-Clarke County (ACCUG) Special Purpose Local Option Sales Tax (SPLOST) 2011 program. Georgia law allows local communities to use SPLOST proceeds for capital improvement projects that would otherwise be paid for with General Fund and property tax revenues. **Governments cannot use SPLOST funds to pay for operating expenses such as personnel salaries or ongoing expenses.** If voters approve a SPLOST 2011 program on November 2, 2010, sales tax collection will begin in April 2011. Total sales taxes will not increase as a result of this program, but would continue at 7% since the current SPLOST collection will end in March 2011. A group of twenty-two citizens, the SPLOST 2011 Citizens Advisory Committee, is responsible for recommending a list of candidate projects for adoption by the Mayor and Commission. For a list of current committee members or past projects, visit www.splost.com.

Project Request Form Information

Instructions for completing and submitting a SPLOST 2011 Project are found on the following pages. Please be aware that projects can be very complicated and require detailed information, particularly for cost projections. In most cases, it is advised that individuals interested in submitting a project for consideration should work with an organization or agency or contact the appropriate Athens-Clarke County department for assistance. Departments may also be aware of similar project requests that are being formulated by other groups or individuals.

Some potential project areas and their corresponding contacts are listed below. If you are unsure about what area your project falls under or do not see a contact for your potential project below, please contact John Culpepper (johnculpepper@co.clarke.ga.us) or Chris Caldwell (chrisccaldwell@co.clarke.ga.us) in the Finance Department (706-613-3040) for additional assistance.

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- Roadway, stormwater, sidewalk, bicycle related projects - Transportation & Public Works Department (706-613-3440) – David Clark, Director
- Water, sewer related projects - Public Utilities Department (706-613-3470) – Gary Duck, Director

Assistance With Completing Request Forms

Two information sessions are scheduled to provide instruction and assistance in completing the request forms. Both sessions cover the same information. Space is limited at these meetings, so please contact Clair Sayer in the Finance Department at (706) 613-3685 (or email clairsayer@co.clarke.ga.us) to reserve a space.

- Friday, October 23 – 10:00 am - Noon at 120 Dougherty St. (Auditorium)
- Tuesday, October 27 – 2:00 - 4:00 pm at 120 Dougherty St. (Auditorium)
- Tuesday, October 27 – 5:30 - 7:30 pm at 375 Satula Ave (Training Room)

Timeline

- Project Request Deadline – Tuesday, December 15, 2009 @ 5:00 p.m.
- SPLOST 2011 Committee submits list of candidate projects to Mayor & Commission - no later than May 3, 2010
- SPLOST 2011 referendum - November 2, 2010

SPLOST 2011

PROJECT REQUEST FORM

Project Request Information

This packet includes forms and instructions for submission of a project to be considered as a part of the Special Purpose Local Option Sales Tax (SPLOST) 2011 program.

Deadline for submitting requests is Tuesday, December 15, 2009 at 5:00 PM

Requests must be submitted both as a printed document AND electronically in Microsoft Word (via CD or e-mail). Please electronically append or scan in any additional information necessary for the completion of this request form, and submit via CD or e-mail. DO NOT add any physical attachments to the printed version of this request form that are not also electronically appended to the file, as these attachments may not get reviewed by the Committee. Requests should be no more than a total of 20 pages, including attachments, in 12 point "Times New Roman" font.

Requests should be submitted to:

Athens-Clarke County
Finance Department / Management & Budget Division
SPLOST 2011
ATTN: John Culpepper
P.O. Box 1868
Athens, GA 30603-1868

Request forms and attachments should be e-mailed to:

splost2011@co.clarke.ga.us

Technical Review: All project requests will be reviewed by staff to verify cost estimates, completeness of information provided, impacts on ACCUG operating costs, and additional information to assist in clarifying details of the project. Agencies / departments submitting project requests may be asked for additional information during the technical review process, which may be incorporated into this project request for review by the Citizen's Advisory Committee.

Citizen's Advisory Committee Review: The SPLOST 2011 Citizens Advisory Committee will review all project requests, including any additional information developed during the technical review process. The Citizens Advisory Committee will submit a list of candidate projects to the Mayor and Commission no later than May 3, 2010. The Mayor and Commission may accept or change the list of candidate projects, and will propose a final list of projects to be included on a voter referendum. Citizens will vote on the proposed SPLOST 2011 referendum at the November 2, 2010 General Election.


For questions or additional information, please contact:

- John Culpepper (706) 613-3040 johnculpepper@co.clarke.ga.us
- Chris Caldwell (706) 613-3040 chriscaledwell@co.clarke.ga.us

SPLOST 2011

PROJECT REQUEST FORM

Instructions for SPLOST Computer-Based Project Submittal Form

1. Users can only fill in those areas shaded in gray, such as this: . Typing in these shaded areas will erase any instructions that may appear in the area. These shaded areas will expand as necessary to fit whatever amount of information the user types into them. *[The sample text box above will not expand.]*
2. Use the TAB key to move between the shaded areas. The next text box you move to will be the first box for the actual SPLOST Project Submittal Form. Please scroll down through the rest of the instructions before beginning to fill out this form.
3. The F1 key brings up a unique Help Screen for each of the shaded boxes. Go ahead and try it now. Even shaded boxes that do not contain any pre-typed instructions may have Help Screen information available.
4. Use the SPACE BAR to mark or unmark a check box. You can also click the check box with your mouse.
5. Please use the DELETE or BACKSPACE keys to erase any instructional information in shaded boxes that you do not need to fill in for your project.
6. The shaded boxes will not print out as shaded text. The text in these areas will be standard black italic text.
7. The document opened is an individual copy of the SPLOST Project Submittal Form template. Please save the individual copy named according to the User's needs.
8. Keep in mind that the Citizen's Advisory Committee will be reviewing a large number of SPLOST projects in a short period of time. Please try to be succinct and to the point when addressing the questions, and avoid adding unnecessary information to this form. During the technical review process, additional information may be requested if needed.
9. Requests should be no more than a total of 20 pages in 12 point "Times New Roman" font.

SPLOST 2011

PROJECT REQUEST FORM

I. PROJECT SUMMARY SHEET

A. Submitting Department, Agency, or Association:

Indicate your Department, Agency, or Association here.

B. Project Name / Brief Description:

Indicate the name by which this project will be identified (i.e., Lyndon House Arts Center, Barnett Shoals Widening and Improvements, etc.) and give a brief description of the project.

Check box if project represents a continuation from a previous SPLOST: ☐

C. Project Location / Address:

Indicate the project location and/or address here. If property is currently not owned by Athens-Clarke County or by Sponsoring Agency, please check Site Selection box below.

Check box if Site Selection required: ☐

(If site selection is required, fill out section VII. Site Criteria & Standards)

D. Proposed Project Budget (round to nearest thousands):

Estimate the total SPLOST 2011 request (i.e., construction, architectural and engineering, land purchase, equipment, etc.) and ACCUG's annual operating cost of the project.

| | |
|--|--|
| Total SPLOST 2011 Request: ¹ | |
| Annual Operating Cost: ² | |

¹ Figure from section IV Project Costs, first column (Total) for SPLOST 2011 Project Total

² Figure from section VI. Operating Costs, Total Operating Costs of Project.

E. Contact Person: *Point of Contact should be the Department, Agency, or Association Director.*

Work Phone:

Alternate Phone:

Fax Number:

E-mail Address:

F. Project Classification (check one):

☐ Public Safety (This category includes: fire stations, police sub-stations, fire trucks, police vehicles, etc.)

☐ Basic Facilities & Infrastructure (This category includes: water lines, roadway improvements, sidewalk improvements, etc.)

☐ Quality of Life (This category includes: parks, library resources, greenway improvements, etc.)

SPLOST 2011

PROJECT REQUEST FORM

II. PROJECT JUSTIFICATION:

A. Project Mission Statement / Goals & Objectives:

Provide a one paragraph Mission Statement for the proposed project. Include all of the Goals and Objectives that support this Mission Statement.

B. How will this project help meet the Public Safety, Basic Facilities / Infrastructure, and/or Quality of Life needs in Athens-Clarke County?

Provide a description (no more than one page) of how this proposed project will meet one of the three classifications noted above.

C. Why should this project be considered for SPLOST 2011 type funding?

Provide a description (no more than one page) of why this project should be considered for sales tax funding, as opposed to other funding sources. Explain why this type of funding is necessary at this time.

D. To meet the Project Goals & Objectives, when should this project be completed?

Describe the time frame this project will need to be completed by in order to meet the identified Project Goals and Objectives.

E. Is this project recommended / included in any approved ACCUG Land Use Plan, Master Plan, or Service Delivery Plan? If yes, please explain and provide necessary information.

If the project is included within any ACCUG Land Use Plan, Master Plan, or Service Delivery Plan, then indicate "yes" and provide all necessary information related to why it has been included and how it fits into the overall plan.

F. Projects that primarily respond to one or more of the following criteria established by the Mayor and Commission will be considered for the SPLOST 2011 program. Check all that apply.

☐ Conserves energy and reduces the use of fossil fuels

Please provide specific information on how this project will conserve energy and reduce the use of fossil fuels and provide an estimate of the amount of savings or reduction.

☐ Reduces vehicle miles traveled and traffic congestion

Please provide specific information on how this project will reduce vehicle miles traveled and traffic congestion and provide an estimate of the amount of savings or reduction.

☐ Promotes the use of alternative modes of transportation

Please provide specific information on how this project will promote the use of alternative modes of transportation and provide an estimate of the increased use of alternative modes of transportation.

☐ Maintains or Improves air quality

Please provide specific information on how this project will maintain or improve air quality and provide an estimate of the level of improvement in air quality.

List continues on next page.

SPLOST 2011

PROJECT REQUEST FORM

☐ Maintains or Improves water quality, water resources and/or wastewater resources

Please provide specific information on how this project will maintain or improve water quality, water resources, and/or wastewater resources and provide an estimate of level of improvement in water quality, water resources and/or wastewater resources.

☐ Maintains or Improves resources associated with stormwater management

Please provide specific information on how this project will maintain or improve resources associated with stormwater management and provide an estimate of the level of improvement in stormwater management.

☐ Promotes the upgrade and continued use of facilities currently owned by ACCUG

Please provide specific information on how this project will promote the upgrade and continued use of facilities currently owned by ACCUG and provide an estimate of the level of use as a result.

☐ Protects the community's current infrastructure investments

Please provide specific information on how this project will protect the community's current infrastructure investments and provide an estimate of the amount or level of infrastructure protected.

☐ Reduce existing and/or future operating costs

Please provide specific information on how this project will reduce existing and/or future operating costs and provide an estimate of the reduction.

SPLOST 2011

PROJECT REQUEST FORM

III. PROJECT DESCRIPTION:

A. Project Construction Program / Description:

Provide within this space a Construction Program / Description for the project. Agencies and departments submitting requests should be prepared to submit detailed construction information, etc., as required during the technical review process.

B. Projected Useful Life of Project:

What Useful Life should this project be expected to meet, based on its Mission Statement and its Goals and Objectives (i.e., fire stations are designed for a 50 year life, fire pumper trucks are designed for a 15 year life, etc.).

C. Site Specific Information:

If site has been identified, please provide the address and tax parcel number. In addition, please append an electronic version of the LOCATION MAP for the proposed site (if available) and indicate below if the site is currently owned by ACCUG.

Check box if site currently owned by Athens-Clarke County: ☐

D. The Leadership in Energy and Environmental Design (LEED) Green Building System compliance:

New ACCUG facilities are required to meet LEED specifications. Please indicate if the facility will be designed to meet LEED Standards and if the costs for building and certification have been included into the request.

SPLOST 2011

PROJECT REQUEST FORM

IV. PROJECT COSTS:

A. Detailed project capital budget costs (to be funded from SPLOST 2011 only):

Provide Budget Costs for each of the identified categories below. Cost estimates should be in current year dollars. Please round all dollar amounts to the nearest \$1,000.

[NOTE: an additional amount for escalation may be added during technical review.]

NOTE: Use the F1 key for additional help in each cost category.

| Project Costs (round to thousand) | Amount |
|---|--------|
| 1. Land Acquisition / ROW / Easement: | |
| 2. Design Fees: | |
| 3. Miscellaneous Fees: | |
| 4. Fixtures, Furniture, and Equipment (for a facility): | |
| 5. Construction: | |
| 6. Construction Contingency: | |
| 7. Acquisition of Capital Equipment: | |
| 8. Testing: | |
| 9. Project Management: | |
| 10. Project Contingency: | |
| 11. LEED Certification: | |
| 12. Other (describe): | |
| 13. Other (describe): | |
| Project Subtotal: | 0 |
| 14. Program Management (3% of Project Subtotal): | 0 |
| SPLOST 2011 Project Total: | 0 |

SPLOST 2011

PROJECT REQUEST FORM

V. PROJECT FINANCING:

A. Total Capital Financing for Project:

If project is proposed to receive funding other than SPLOST 2011, provide a listing of amounts for the proposed project. Please round all dollar amounts to the nearest \$1,000.

| Project Sources (round to thousand) | Amount |
|--|---------------|
| 1. SPLOST 2011: ¹ | |
| OTHER SOURCES | |
| 2. ACCUG General Fund: | |
| 3. ACCUG Enterprise Fund: | |
| 4. State Grant: | |
| 5. Federal Grant: | |
| 6. Previous SPLOST: | |
| 7. Other (describe): | |
| 8. Other (describe): | |
| TOTAL SOURCES: | 0 |

B. Describe the current commitments for the other sources funding this project:

If any additional sources of funding other than SPLOST 2011 are indicated above, please provide information related to the source here. Be specific and be prepared to provide all necessary written approvals. (For example: Roadway projects that have approval for Federal Aid and will utilize SPLOST 2011 funding for matching funds, would need to provide specific written approval by GDOT).

¹ Figure from section IV. Project Costs: SPLOST 2011 Project Total, on previous page.

SPLOST 2011

PROJECT REQUEST FORM

VI. OPERATING COSTS:

A. Total Annual Operating Costs when Project is complete:

Only identify additional or net operating costs to be paid by the Unified Government of Athens-Clarke County. Identify the additional or net costs needed above ACCUG's current operating budget to operate the requested project and any additional project related revenues that would be generated. Provide budget costs for each identified category below. Please round all dollar amounts to the nearest \$1,000.

| Operating Costs (round to thousand) | Estimated Impact for Annual Operating Expenditures |
|--|--|
| Total Revenues from Project | |
| Expenditures | |
| 1. Personnel Costs: | |
| 2. Utilities: | |
| • Gas: | |
| • Electrical: | |
| • Water: | |
| • Sewer: | |
| • Phone: | |
| • Solid Waste Collection: | |
| • Other: | |
| 3. Operating Supplies: | |
| 4. Equipment Maintenance: | |
| 5. Facility Maintenance: | |
| 6. Other (describe): | |
| 7. Other (describe): | |
| 8. Other (describe): | |
| TOTAL EXPENDITURES | 0 |
| NET OPERATING COSTS OF PROJECT: | 0 |

SPLOST 2011

PROJECT REQUEST FORM

B. Additional Personnel Information:

1. Identify the number of additional staff positions needed when project is completed:

- Full-time:
- Part-time:

2. Briefly describe the responsibilities of each additional staff position:

3. Identify the projected salary and fringe benefit cost for each additional staff position:

SPLOST 2011

PROJECT REQUEST FORM

VII. Site Criteria and Standards (only applicable if Site Selection is required):

A. General Criteria:

1. Current Property Owner (if applicable):

If the property is not owned by ACCUG, indicate the current property owner here.

2. Acreage:

- **Size:** *Minimum acreage necessary for project.*
- **Topography:** *Describe type of topography necessary to meet Goals and Objectives.*
- **Estimated cost per acre:** *Provide an estimated cost per acre and an explanation of how this estimate was derived.*

3. Location / Accessibility:

- **Relative to its service area:** *Define location relative to the project's service area that best meets the Goals and Objectives.*
- **Vehicular:** *If necessary to meet the Goals and Objectives, describe what types of vehicular access will be required.*
- **Pedestrians:** *Same as vehicular, but for pedestrians.*
- **Bicycle Access:** *Same as vehicular, but for bicycles.*

B. No further information on site criteria and standards is necessary for the project request form at this time. However, additional information may be requested during the administrative or technical review processes. If applicable, be prepared to furnish information regarding the following criteria:

- **Development / Adjacent Impacts** (visibility, compatibility with land use plan, buffering, etc.)
- **Economy / Financing** (on- and off-site development costs, joint development opportunities, stimulation to private interests, etc.)
- **Environmental** (historic standards, traffic impacts, aesthetic standards, air quality, noise impacts, drainage types, wetlands compatibility, etc.)
- **Community Values** (displacements required, security needs, etc.)

SPLOST 2011

PROJECT REQUEST FORM

VIII. OTHER IMPACTS:

A. Positive/Negative Impacts on ACCUG Departments, Agencies, or other Organizations:

Briefly describe the impact this project would have on ACCUG Departments, Agencies, or other Organizations.

B. Positive/Negative Impacts on existing Infrastructure/Systems:

Briefly describe the impact this project would have on existing Infrastructure / Systems.

C. Positive/Negative Impacts on Athens-Clarke County Tax Base:

Briefly describe the impact this project would have on the Athens-Clarke County Tax Base.

IX. OTHER INFORMATION:

A. Provide other information that would assist in the review of this proposed project:

Type or paste in additional information that would assist in the review of this proposed project.

Please electronically append or scan in any additional information necessary, and submit via CD or e-mail. DO NOT add any physical attachments to the printed version of this request form that are not also electronically submitted.

approved 10/7/2009

**Minutes of the Oglethorpe County Library Board of Trustees Meeting
July 15, 2009**

Attending: Chairperson Greg Jones, Trustees Tom Gresham, Barbara Davenport, Judy Arnold, Sam Nash, Tim Andrews, and Tricia Mathis, ARLS Branch Coordinator Donna Brumby, Branch Manager Jan Burroughs.

Meeting called to order by Greg Jones

Motion made by Tom Gresham, 2nd by Barbara Davenport to accept the minutes from the April 2009 meeting as presented.

Motion made to adopt agenda by Judy Arnold, 2nd by Tricia Mathis.

Public Input: none

Friends of the Library: Greg Jones reported that FOL president Bonnie Ash has been ill and the July meeting has been canceled unless someone volunteer to lead the meeting.

Branch Manager's Report: see white sheet

Regional Reports: Donna Brumby

- User Survey results: "What do Oglethorpe Co. Residents Say?"
- 5 Year Circulation Figure Comparison:
Donna noted that sometimes the Branch Manager's circulation figures and those from the comparison do not always "jive." This is due to the fact that the figures are taken from two different source points.
- User Count sheet on 1/2 page sheet

Financial Reports: Green Sheet

- FY09 is complete and we ended up with a small balance to carry over to the next year. \$438.82.
- State Funding : yellow sheet
- Motion made by Tom Gresham, 2nd by Judy Arnold to appropriate \$1500.00 from the gift account to make up for the reduction in state materials funding.
- Money saving measures discussed:
 - ✓ Branch Manger will ask Greg Deal, ARLS computer Guru, to write up minimum specs for a public access computer. A board member said that perhaps additional computers could be "donated" from UGA surplus or large corporations that are discarding older models. If we had a list

specifications required, the board member suggests that she would know what to look for.

- ✓ Tricia Mathis suggests that we post minutes and meeting reminders electronically in future to cut down on paper and postage.
- Motion made to approve FY 2010 budget by Tom Gresham, 2nd by Tricia Mathis. Vote unanimous.

Motion to adjourn made by Tom Gresham, 2nd by Tim Andrews. Vote Unanimous!

Next meeting will be October 7th at 4:00pm.

approved 10/12/2009

Winterville Library Advisory Board

Minutes

July 13, 2009

- Present: Linda, Lizz, Donna, Walker, Bob, and Diana
- Linda called the meeting to order.
- April meeting minutes were approved on a motion by Walker and a second by Bob. All approved.

Old business:

- Donnie Seagraves' book
 - Available August 25; may have advance copies at the Local Authors' Day
- Update on Local Authors' Day
 - Saturday July 25, 12pm – 2pm
 - Donnie will read from her new book.
 - Dac Crossley, Paige Cummings, Jim Murdock, and Genie Bernstein will also be in attendance.
 - The Friends have given Lizz some money to buy refreshments for this event.
 - Diana will post a sign on the marquee advertising it.
 - This is the first adult programming event the library has sponsored.
- FOWL book sale
 - Made ~\$800
 - Excess books were recycled if damaged and brought to Goodwill if they were still in good condition.
 - Lizz is already receiving donations for next year's sale and is concerned about storing these.

New business:

- Donna's report
 - Donna provided a handout that highlighted recent survey results relevant to Winterville Library. Favorable responses regarding our library. Common theme of the survey is that people want more books, more hours, and more computers.
 - State library funding has been cut from \$.60 per capita to ~\$.25 per capita
- Lizz's report
 - In June 2008, circulation at the Winterville Library was 1874, in June 2009, that number was 2036.
 - Fewer participants in the summer reading programs. Donna stated this is a trend at all the libraries.
- Slate of officers for October meeting
 - We will need to elect next year's officers at the October meeting.
- Other new business
 - There was some discussion concerning board member terms. Linda will find this information and disseminate by email.

Meeting adjourned.

Next meeting: Monday October 12 @ 7:00pm

Respectfully submitted by: Diana Hartle

approved w/ noted corrections
10/12/2009

Franklin County Library Board

Present: Emma LeCroy, Donna Brumby, Teresa Crawford, Logan¹ Mathis, Rosie Chitwood, Wayne Miller,
Ed Bowns, Cheryl Slater, Jack Slaton, Rita Shoemaker, Kasie Freeman

Visitor: Greg Scott

Date: ~~10/12/2009~~ 7/13/2009

Rita Shoemaker called meeting to order.

Minutes approved: 1st Ed Bowns; 2nd Jack Slaton; All agree.

Agenda approved: 1st Ed Bowns; 2nd Jack Slaton; All agree

- with addition to New Business: Book Review

City of Royston approved exchange of city hall building for library building.

Architects visited Royston City Hall, there are no hold-ups.

New Royston Library update below per Donna Brumby:

- 1. Required to have architect qualification submitted by July 7th
- 2. Color copy of plans at the library with responses from architects.
- 3. Building committee: Ed Bowns, Rita Shoemaker & Teresa Crawford
- 4. Committee will determine who to interview and when from the architect responses given to them today.
- 5. Madison County interviews are the first of September.
- 6. Everything has to meet state requirements to receive state funds.
- 7. All deadlines must be met
- 8. State budget 2011 will be signed July or August 2010 for our funds.

Wayne Miller said the Lavonia mayor, Ralph Owens, and council member, Eddie Floyd, are aware of the library situation with Mrs. Brown's donation and the Royston exchange of buildings. Ralph Owens said it was a good thing; Eddie Floyd doesn't want to lose Carnegie.

Directors Report given by Donna Brumby.

Final 2009 report – 100% should be received & spent;
GHI savings – one time refund from the state health insurance received

Proposed 2010 budget –

-Gift money from BOC member Levy Moore, \$500; BOC member David Strickland, \$500; and library board member \$500 – these donations are to make up for salary shortfall. Need to add new revenues line for donations from Levy Moore, David Strickland & library board member for operations.

-\$30,000 revenue from Franklin Board of Commissioners

-Royston can pull funds out of other expenses and give to donation, gave \$1,000 extra last year

-We need the Lavonia expense budget breakdown to see if they have a surplus.

-Donna Brumby will check with Kathryn Ames to see if we can accept gift money for operating expenses.

-State per capita going down for purchase of new books.

-per Kathryn Ames: \$.25 per capita (60% Royston; 40% Lavonia) state materials budget

-FY 2010 \$5,820 – FY 2009 \$7,865 = (\$2,046)

-Voted on budgeting \$1,023 (approved at 50% for Lavonia, 50% for Royston – should it be 60/40?) transfer from gift accounts for each library into the materials budget (books, newspapers, DVD's, magazines) – Wayne Miller 1st; Ed Bowns 2nd; All in favor.

-this is a line item in the Athens Regional budget

New Business:

-Rita Shoemaker asked Friends of the Library from Lavonia & Royston to conduct one big fundraiser; the library board could meet with both Friends of the Libraries groups to plan the fundraiser

-Lavonia Friends of the Library big fundraiser each year is the Fun Run

Director's Report:

-Usage for end of 2009

-Survey

-Donna Brumby said that all financial records are open to view anytime, just need to ask to see them or ask any questions.

Local Reports

-Royston

-Visited Gwinnett's new library

- Self check out to scan card – checks out whole stack of ten books at one time.

- Separate room to check in books and put them on cart in order

- Separate section for hold items

- Grassroots arts were very successful and the children enjoyed it.

- Lindsey completed Web junction course on Reaching Teenagers and is taking a class on WiFi; Tiffany is taking a class also.

- Homeschool state program in September by Annette – Sons of American Revolution

- Summer performer did not arrive on planned date

-Lavonia

- United Daughters of the Confederacy meeting was held – they recognized the library with appreciation for keeping the minutes from their meetings in storage for 100 years upstairs.

- Summer program still registering

Board member Teresa Crawford appreciates Rosie Chitwood & Emma LeCroy for all they do for both libraries.

Old Business

-Budget from Rita Shoemaker

-No increase in city revenue

-Decrease in Franklin Springs revenue – when they can give more they will

- Rita Shoemaker and other board members attended the meetings of the BOC & BOE
- BOE revenue is \$27,000 (down \$3,000)
- Rita Shoemaker introduced two new representatives: Franklin Springs – Cheryl Slater and Lavonia – Logan ??
- 21st Century Grant – county manager of grant is Martha Hill
 - Ed Bowns, Kathryn Ames & Rita Shoemaker met with Martha Hill
 - Rita Shoemaker sent Martha Hill a letter to get clarity from the meeting
 - From meeting, county will go to the libraries and the city hall of Carnesville every other week to have programs for 20-30 kids.
 - Library can not afford doing program and would have to hire someone for Carnesville, CES, FCMS); will tell Martha Hill we require the funds before an employee conducts the programs
 - Each school will have an academic coach and the mentor group will meet with them too, but they have not received their money from the grant either.
 - We are due \$10,000 for 2008-2009; \$10,000 for 2009-2010
 - Minutes received from Martha Hill – did not discuss # 2 and # 3 was only touched on briefly.
 - Martha Hill needs to clarify what we are required to do for the grant.
 - Rita Shoemaker, Ed Bowns & Kathryn Ames will meet with Martha Hill again for clarification and request meeting with Superintendent O'Dell
 - We have never received a copy of the agreement Rita Shoemaker signed for the grant
 - We need a list of the expenses paid for with 2008-2009 grant money.

-Royston Library Bids - \$67,000 approved from the city of Royston for the library. All paperwork was signed by the city for the state.

-New Officers

- Co Chairpersons: Rita Shoemaker (conduct meetings) and Ed Bowns
- Vice Chairperson: Teresa Crawford
- Secretary: Kasie Freeman
- Donna will add to the bylaws to approve change for co chairpersons and email to the board members two weeks in advance of meeting for approval at the meeting.
- Per bylaws can remain officers for three years
- Officers approved: Jack Slaton, 1st; Teresa Crawford, 2nd; All Approve

-Book Review

- “Politically Correct Bedtime Stories” patron requests the book be removed from the library
- 2 required to read – Teresa Crawford & Rita Shoemaker
- Recommendation to board is to place the book in adult section; it was placed in children’s in error
- Need to write patron a letter that the board is reviewing the book and we will vote on decision at the next meeting; the patron can appeal the decision.
- Rita Shoemaker contacted Gail Maxwell about her required attendance at the board meetings
 - Board requires she attend the next meeting to remain on the board.
 - Jack Slaton, 1st; Wayne Miller, 2nd; All approve.

Adjourn – Jack Slaton, 1st; Wayne Miller, 2nd; All Approve

Next meeting: Royston library, October 12, 2009 at 10:00 am.

Respectfully submitted by Secretary Kasie Freeman.

approved 10/8/09

July 9, 2009

Madison County Library Board of Trustees

Jackie Griffeth, Ramona Booth, Karen Harrison, Mike Moak, Otelyer Byrd, Donna Brumby and Suzie DeGrasse present.

Previous Minutes:

The minutes from the January 8 meeting were read and approved at this meeting because a quorum was not present at the April 9 meeting. Karen Harrison motioned to approve and Otelyer Byrd seconded.

The minutes for the April 9 meeting were also read and approved at this meeting, after agreeing to exclude one weird paragraph. Ramona Booth motioned to approve and Karen Harrison seconded.

The minutes for the called meeting on May 21 were read and approved with a correction of the funding amount from the Madison County Board of Commissioners from \$17,500 to \$175,000.

Chairman's report:

Mike Moak spoke with Board of Commissioners Chairman Anthony Dove regarding the library during both a phone call and also informally at the Friends of the Library Fourth of July booth. Mr. Dove stated that SPLOST collection is behind and we are not on target. Dove suggested the possibility of delaying another SPLOST project to free up the money for the library so we could stay on the current timeline. For example, the Heritage Foundation project, which is receiving SPLOST funds, could be delayed and we could use their share of the funds, which would be reallocated later. Dove did not want finance a loan for the lagging SPLOST funds but he reassured the expansion will happen. Regarding the choice of architects, Chairman Moak informed the board that:

- Sides & Pope did last library construction in 1989.
- Ponder & Ponder generally comes in under budget
- Gardner Smith has mostly worked on multi-million dollar projects.

Chairman Moak stated that if everything stays on target according to the state grant timeline, which began in 2009, construction will start February 2011. In October 2010 the architect plans will be approved and construction bids awarded February 11, 2011. The construction will be substantially completed by December 11, 2010 and a grand unveiling (the library will remain open this entire time) will be on February 12.

The first 43 pages of the Executive Summary on the Addition and Renovation Construction Project are available electronically for all board members to view. The branch manager also has a copy.

Chairman Moak received an email from System Director Ames that the materials budget has been cut by 4%. Lobbying for an increased book budget took 20 years to reach .65 per capita and 2 years for it to be dropped down to .20 per capita. Mrs. Ames requested the Board allocate funds (\$2812.50) from the gift account to make up the budget shortfall. The gift account is currently at \$11, 171.40. This does not reflect the \$20,000 in the Jere Ayers CD. Ramona Booth made a motion to allocate the funds and Karen Harrison seconded. All were in favor.

Additional Chairman Report Notes:

- Jackie Griffeth finished her board term on June 30 but attended the meeting anyways.
- The Building Committee is a subcommittee and appointments do not have to be announced.

Donna Brumby, Extension Services Report:

The library's telephone bill was high but there will be a refund coming in August to offset it. The region received a refund on our State Health Insurance; Madison County's share was \$3380.27 and was spent on a new copier/printer/scanner (\$2967.25) and supplies (\$413.02). The user survey results were shared: see attached.

Suzanne DeGrasse, Branch Manager:
Report attached

Friends of the Madison County Library liaison:

Due to shoddy weather forecasting, the Friends did not have a booth at the Hull Spring Festival in May. The booth at the Fourth of July Festivities in Colbert generated nice donations and one new membership.

The Friends board still needs replacement members. Otelyer Byrd and Karen Harrison are on the nominating committee. A replacement Treasurer will be needed.

There were no reports from the committees.

There was no additional old business.

*approved w/ noted corrections
10/12/09*

**OCONEE COUNTY LIBRARY BOARD
MINUTES OF THE QUARTERLY MEETING**

July 13, 2009

The meeting was called to order by Chairman Doris Firth. Members present included Deann Craft, Brian Hawkins, Phyllis Luke, Dorothy Peltier, Janet Stratton, Jerry ~~Stratton~~ ^{Shadard}, Lisa Vaughn, Alice Vernon, and Art Zimmerman. Absent members were Susan Brodrick, and Pamela Hendrix. Also present were Kathryn Ames, Donna Brumby, and Jackie Elsner. As there were no changes to the April minutes Janet made the motion to approve and Alice seconded. Doris opened the meeting with reading a letter sent to the board from Clare Auwarter, our former Branch Manager, thanking the board members for the donation of special science books to the library in remembrance of her husband.

PUBLIC COMMENT

There are no public comments to report.

BRANCH MANAGER'S REPORT

Jackie went over and briefly summarized her monthly highlights. She was especially pleased with the increased numbers of children books that had been checked out during April, May, and June even after the big weeding out of many of the old books. She also noticed the popularity of the magician's shows and how crowded the shows were. Jackie reported on the progress of the children's area from beginning of the refurbishment up to the Open House that was held in June. She told the board of a misunderstanding by the OCLF who brought Georgia author Brian Jay Corrigan that they could not be funded by a Georgia Writers Grant and it ended up costing much more than they planned. When the author learned of this he offered to return for a workshop. The Bogart Friends continue to sponsor the Summer Reading Programs for Children and Teens. Jackie reported she reviewed personnel staffing and held interviews for expected positions to open. Jackie ended her report on the status of the FY10 budget and that changes had to be considered to compensate for the decrease in our funding by the BOC and BOE.

REGIONAL DIRECTOR'S REPORT

Kathryn reviewed the revenue and expenditures for the end of the FY09 budget. We received 101.43% of expected revenue and our expenditures were slightly less than expected at 96.47% of the planned budget. Fines and Fees and Copy Copier Money brought in a lot more revenue than anticipated. On our expenditure side we went over-budget in four areas: Books and AV Materials, Equipment, Supplies for Computers and Office, and Copier Maintenance and Lease Gordon documents. We spent far less than budgeted on Advertising and on Programming Incentives for children and young adults and we had a small decrease in Wages and Benefits and in Postage, all of which kept our overall budget under the wire. We also had a small saving from the Oconee County GHI FY09 that went into reserve funds. Finally Kathryn reported that the Oconee County BOC In-behalf support expenditures expended only 93.62% of their allotted funds to us keeping the Total In-Behalf and Actual Expenditures all together at 96.09% of the FY09 budget. Gift Income increased, doubling our amount in FY09, and with Gift Materials purchases kept low we were left with a good balance for Watkinsville for the new year. Bogart city council added to their Gift Account that covered all of the Gift Materials Purchased in FY09. Lastly Kathryn reported that the Fund Equity "Reserve" does still remain under-funded at the end FY09 but less than before.

Next Kathryn reported on her attendance at a Chicago conference for Library Directors and came away with some really new ideas. First, is the idea of making contact with people who have money in our area and asking for contributions to our library and not of just some small amount like \$100 but asking for larger sums even as much as \$10,000. We could be surprise that some people would actually contribute so much. Apparently it has been found that there are people who would be amenable to the idea of making some meaningful contributions to our local library if only they are asked. One such way would be to offer them a chance to name a collection. Another idea Kathryn came away with from her meeting was on the use of radio frequency identification of books. Books would have ID strips secreted in them that could actually be used to automatically check out their books as they leave the library. This could help reduce the number of library personnel that are required and thus save money. This would also cut out loss and stolen items, too.

**Oconee County Library Board Meeting
July 27, 2009**

A special meeting of the OCLB was called by Chairman Doris Firth, on Monday, July 27th, to meet at the Watkinsville library. The Board members present were Doris Firth, Brian Hawkins, Pamela Hendrix, Phyllis Luke, Janet Stratton, Alice Vernon, Deann Craft, Jerry Studdard, Art Zimmerman, and Dorothy Peltier. Also present was Kathryn Ames, Athens Regional Library Director. This was a closed meeting that was called to discuss the selection of a new Branch Manager for the Oconee Counties Libraries.

At our last regular board meeting in July, our OCLB Chairman selected members for a Review Committee to process the applications for Branch Manager that would be received once the notice of the position was advertised. The Review Committee was composed of Doris, Alice, Art, Brian, and Jerry from the board and Kathryn. The Review Committee had whittled down the number of applicants to three and it was time to have the whole board to review the applications. Meanwhile Kathryn would call the references given by the applicants selected for additional information. She also sent to all OCLB members the three applications for review before the full OCLB meeting.

At the start of our meeting Kathryn reminded us of the requirements she and the library board had agreed to previously that were necessary for the position, including that the applicant should have a Masters degree and at least 5 years of experience. It was also agreed that we wanted someone with a good customer service attitude, someone with an outgoing personality, and finally someone with an ability to promote library programs for the community. Then Kathryn gave the board a summary of the responses she received from her calls to the references listed by the applicants. Along with the information that Kathryn provided from her calls, the board reviewed and discussed the applicants' applications. At the end of their deliberation they were able to arrive at a decision.

It was decided to have Kathryn offer the position to Jackie Elsner, who has been serving as the Interim Branch Manager of the Oconee County Libraries. Kathryn asked if the board wanted to interview Jackie and it was felt that they did not need to do this as the board felt that they had come to know Jackie through her work this past year as our Interim Branch Manager. It was decided that we could wait until our quarterly meeting to be held in October for Jackie to present her view of the future in lieu of a formal interview at this time.

The meeting was then adjourned.

Respectfully submitted,
Dorothy Peltier, Secretary OCLB